

Date: [Current Date]

To: [Tenant Name(s)]

Property Address: [Full Rental Address]

RE: SIXTY (60) DAY NOTICE TO TERMINATE MONTH-TO-MONTH TENANCY

Dear [Tenant Name],

This letter serves as formal notification that I am terminating your month-to-month tenancy for the property located at [Full Rental Address].

In accordance with our rental agreement and local law, this notice provides you with sixty (60) days to vacate the premises. Your final day of tenancy will be [Date - 60 Days from Service], and you are required to move out and return all keys by [Time] on that date.

Please ensure that the following tasks are completed before your departure:

- Removal of all personal belongings and trash.
- Thorough cleaning of the entire unit.
- Returning all keys, fobs, and garage openers to the landlord.
- Providing a forwarding address for the return of your security deposit.

The security deposit of \$[Amount] will be handled according to the terms of our lease and state law. A move-out inspection can be scheduled for [Date/Time] or at a mutually convenient time.

Please contact me at [Phone Number] or [Email Address] if you have any questions regarding this transition.

Sincerely,

[Landlord/Manager Signature]

[Landlord/Manager Printed Name]

[Landlord Address]