

Date: [Current Date]

To: [Tenant Name(s)]

Property Address: [Full Property Address, Unit Number, City, State, Zip]

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

Dear [Tenant Name(s)],

Please be advised that your landlord/legal owner has elected not to renew your month-to-month tenancy. This letter serves as formal notice that your lease agreement for the property located at [Property Address] will terminate sixty (60) days from the date this notice is served.

Your final day of residency and the date by which you must vacate the premises is **[Date: 60 Days from Service]**.

Move-Out Requirements:

- You must remove all personal belongings and trash from the property.
- The premises must be left in a clean condition, equivalent to when you moved in.
- All keys, fobs, and garage openers must be returned to the landlord by [Time] on the move-out date.
- Please provide your forwarding address for the processing of your security deposit.

Regarding your security deposit: An inspection of the premises will be conducted after you vacate. Your security deposit, minus any lawful deductions for damages beyond normal wear and tear or unpaid rent, will be returned to you in accordance with state law.

If you have any questions regarding this notice or the move-out process, please contact me at [Phone Number] or [Email Address].

Sincerely,

[Signature]

[Landlord/Property Manager Printed Name]

[Address]

[Phone Number]