

SIXTY-DAY NOTICE TO TERMINATE TENANCY

Date: [Current Date]

To: [Tenant Name(s)]

And all other occupants in possession of the premises.

Property Address: [Full Property Address]

Dear [Tenant Name],

PLEASE TAKE NOTICE that your month-to-month tenancy for the premises listed above is hereby terminated.

You are required to vacate and deliver possession of the premises to the undersigned landlord or authorized agent no later than sixty (60) days after the service of this notice upon you. Your final day of residency shall be: **[Date of Vacancy]**.

This notice is intended for the purpose of terminating your month-to-month tenancy in accordance with state and local laws. All terms of your existing rental agreement remain in effect until the date of vacancy.

Please contact the undersigned to arrange a move-out inspection and to facilitate the return of all keys and property access devices. Regarding your security deposit, please provide a forwarding address for the delivery of your itemized statement and any remaining funds as required by law.

Failure to vacate the premises by the date specified above may result in legal proceedings to recover possession of the property, which could include a claim for damages and court costs.

Sincerely,

[Landlord or Agent Signature]

[Landlord or Agent Printed Name]

[Landlord Phone Number]

[Landlord Address]

PROOF OF SERVICE

I, the undersigned, being at least 18 years of age, declare under penalty of perjury that I served this notice on [Date of Service] in the following manner:

- By delivering a copy to the tenant personally.
- By leaving a copy with a person of suitable age and discretion at the residence and mailing a copy via first-class mail.

- By posting a copy in a conspicuous place on the property and mailing a copy via certified mail.

Signed: _____