

Date: [Date]

To: [Tenant Name]

Address: [Property Address]

**RE: NINETY (90) DAY NOTICE TO VACATE DUE TO SALE OF PROPERTY**

Dear [Tenant Name],

This letter serves as formal notice that the property located at [Property Address] has been sold. Under the terms of your lease agreement and local laws, you are required to vacate the premises within ninety (90) days.

Your final day of residency will be [Date - 90 days from notice]. Please ensure that all personal belongings are removed and the keys are returned to the landlord by [Time] on or before this date.

Please note the following regarding your move-out:

- Rent must be paid in full through the final date of occupancy.
- The property should be left in a clean condition, consistent with the initial move-in inspection.
- Your security deposit of \$[Amount] will be handled in accordance with state law and your lease agreement after a final inspection and the deduction of any applicable repairs or unpaid fees.
- Please provide your forwarding address for the delivery of your security deposit and any final correspondence.

If you have any questions or would like to schedule a preliminary walkthrough, please contact me at [Phone Number] or [Email Address].

Thank you for your cooperation during this transition.

Sincerely,

[Landlord/Property Manager Signature]

[Landlord/Property Manager Name]