

**Date:** [Current Date]

**To:** [Tenant Name(s)]

**Property Address:** [Full Property Address]

## **60-DAY NOTICE TO TERMINATE TENANCY (OWNER MOVE-IN)**

Dear [Tenant Name],

This letter serves as formal notice that you are required to vacate the premises located at [Property Address] within sixty (60) days from the date of service of this notice.

The reason for this notice is that the owner of the property, [Owner Name], intends to occupy the residential unit as their principal place of residence. This notice is issued in accordance with [Local/State] law regarding owner move-in evictions.

Your tenancy will terminate on **[Date 60 Days from Service]**. You must move out and return all keys to the landlord by this date.

**Security Deposit:** Your security deposit will be processed in accordance with state law. After you vacate, please provide a forwarding address for the delivery of your deposit and/or an itemized statement of any deductions.

**Pre-Move Out Inspection:** You have the right to request an initial inspection of the unit before you vacate. Please contact [Name] at [Phone Number] if you wish to schedule this inspection.

Please contact the undersigned immediately to confirm receipt of this notice and to discuss the move-out process.

Sincerely,

[Landlord/Property Manager Signature]

[Landlord/Property Manager Name]

[Phone Number]

[Email Address]