

Date: [Current Date]

To: [Tenant Names]

Rental Address: [Full Property Address]

RE: THIRTY-DAY NOTICE TO TERMINATE TENANCY (OWNER OCCUPANCY)

Dear [Tenant Names],

This letter serves as formal notice that your tenancy at [Property Address] will terminate 30 days from the date of this notice.

The reason for this termination is that the owner of the property intends to occupy the unit as their primary residence. Under local law, this constitutes a valid reason for termination of tenancy.

You are required to vacate the premises and return all keys no later than [Date 30 days from now].

Prior to your move-out, please ensure that:

- The unit is left in a clean condition, excluding normal wear and tear.
- All personal belongings and trash are removed from the property.
- You provide a forwarding address for the return of your security deposit.

An inspection of the premises will be conducted after you vacate. Your security deposit, minus any lawful deductions for damages or unpaid rent, will be returned to you within [Number of days required by state law] days.

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

Sincerely,

[Landlord Signature]

[Landlord Printed Name]

[Landlord Address]