

[Landlord Name]
[Landlord Address]
[City, State, Zip Code]
[Phone Number]
[Date]

[Tenant Name]
[Tenant Address]
[Unit Number]
[City, State, Zip Code]

RE: NOTICE TO TERMINATE TENANCY FOR MAJOR RENOVATIONS

Dear [Tenant Name],

This letter serves as formal notice that your lease agreement for the property located at [Property Address] will be terminated effective [Date of Termination]. You are required to vacate the premises by [Time] on or before this date.

The reason for this termination is that the landlord intends to perform substantial renovations and structural repairs to the unit. These renovations are so extensive that they require the unit to be vacant for the safety of occupants and to comply with local building codes. Specifically, the work involves:

- [Description of renovation 1]
- [Description of renovation 2]
- [Description of renovation 3]

Please ensure that all personal belongings are removed and the keys are returned to [Location/Person] by the termination date. A move-out inspection will be scheduled for [Date/Time].

Your security deposit of \$[Amount] will be handled in accordance with state law and the terms of your lease. Please provide your forwarding address below or via email to ensure the timely return of your deposit and any relevant statements.

Forwarding Address:

[_____]

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

Sincerely,

[Landlord Signature]

[Landlord Printed Name]