

(Date)

(You're Name)

(Your Current Address)

Re: Notice to Vacate

Dear Landlord's Name or Property Management Company),

This letter is to notify you of my intention to vacate the above-mentioned house/apartment in _____ days. I will be out on ___/___/___, the end of my current lease.

Conform the terms of our lease agreement the house/apartment will be left clean and in good condition. So, I expect that my security deposit of \$_____, given to you on ___/___/___, will be refunded in full at the time I deliver the keys.

I wish to vacate the apartment for _____(reason). If you have any questions, or need schedule an inspection of the apartment/house during this period I can be reached at _____. My forwarding address will be _____.

Sincerely,

(You're Signature)

(You're Name)

(Your Current Address)