**Notice to Vacate PDF**

**[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]**

**[Date]**

**[Landlord’s Name]  
[Landlord’s Address]  
[City, State, ZIP Code]**

### **Subject: Notice to Vacate PDF**

**Dear [Landlord’s Name],**

**This letter is to formally notify you of my intention to vacate the property at [Rental Property Address]. I will be moving out on [Move-Out Date], providing the required [number of days] notice as per our lease agreement.**

### **Tenant and Property Details**

| **Tenant Name** | **Property Address** | **Move-Out Date** | **Reason for Vacating** |
| --- | --- | --- | --- |
| [Your Name] | [Rental Property Address] | [Move-Out Date] | [Reason for Vacating] |

### **Forwarding Address for Security Deposit**

| **Street Address** | **City, State, ZIP Code** |
| --- | --- |
| **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

### **Additional Information**

**Please let me know if there are any procedures to follow or forms to complete to ensure a smooth move-out process. I will leave the property in clean condition and return all keys by the specified move-out date.**

**Thank you for your cooperation.**

**Sincerely,  
[Your Signature]  
[Your Name]**