

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

[Date]
[Landlord's Name]
[Landlord's Address]
[City, State, ZIP Code]

Dear [Landlord's Name],

Subject: Notice of Termination of Tenancy

I am writing to formally notify you of my intention to terminate my tenancy at [Rental Property Address] effective [Termination Date].

As per the terms of our rental agreement, I am providing you with [number] days' notice, which adheres to the legal requirements outlined in our lease. My last day of occupancy will be [Last Day of Occupancy]. Please let me know if there are any final inspections or paperwork that need to be completed prior to my departure. I would like to ensure a smooth transition and return of my security deposit.

Thank you for your understanding.

Sincerely,
[Your Name]