

[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],

RE: NOTICE OF EVICTION

I am writing to formally inform you that I am terminating my tenancy at [Rental Property Address] in accordance with our lease agreement. My last day of occupancy will be [Last Day of Occupancy, typically 30 days from the date of this letter].

The decision to vacate has not been made lightly; however, due to [briefly explain reason, e.g., personal circumstances, financial difficulties, etc.], I find it necessary to move.

I will ensure that the property is left in good condition, adhering to the terms of our lease. Please let me know if you would like to arrange a mutually convenient time for a walkthrough before my departure.

I appreciate your understanding and cooperation in this matter.

Sincerely,

[Your Name]

[Signature (if sending a hard copy)]