

[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 [Notice Type, e.g., Termination of Tenancy, Rent Increase, etc.]

I hope this letter finds you well. I am writing to formally notify you of [specific notice type, e.g., my intention to terminate the tenancy at [Rental Property Address] effective [Date] / my planned rent increase to [New Rent Amount] effective [Date]].

As per the terms of our lease agreement and in compliance with state/local law, I am providing you with [number of days] days' notice. If you require any further information or wish to discuss this matter, please feel free to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]