Notice to Vacate

[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],

I am writing to formally notify you of my intention to vacate the premises located at [Rental Address] on or before [Move-out Date]. This notice is provided in accordance with the lease agreement.

Please let me know if there are any specific procedures you would like me to follow before my departure.

Thank you for the time I have spent in the property.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]