

Notice of Departure

Date: [Insert Date]

[Landlord/Agent's Name]

[Landlord/Agent's Address]

Dear [Landlord/Agent's Name],

I am writing to formally notify you of my intention to vacate the premises located at [Your Address]. In accordance with the lease agreement, I am providing [Number of Days] days' notice and plan to vacate by [Move-out Date].

Please let me know how you would like to proceed with the final inspection and the return of my security deposit.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Phone Number]

[Your Email Address]