

End-of-Lease Advisory

Date: [Insert Date]

Tenant Name: [Insert Tenant Name]

Rental Property Address: [Insert Address]

Dear [Tenant Name],

As your lease for the property located at [Insert Address] is coming to an end on [Insert End Date], we would like to provide you with some important information regarding the end of your lease.

Please take note of the following:

- Your last day of tenancy will be [Insert End Date].
- We require that you vacate the property by [Insert Time] on the last day of the lease.
- A walkthrough inspection will be scheduled on [Insert Inspection Date]. Please ensure the property is clean and free of personal belongings.
- Any necessary repairs or cleaning should be completed prior to the inspection to avoid any deductions from your security deposit.
- Your security deposit will be returned to you within [Insert Timeframe] after the move-out inspection, subject to any damages or unpaid rent.

If you have any questions or need further assistance, please do not hesitate to reach out.

Thank you for being a valued tenant.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]