Change of Residence Notification

Date: [Insert Date]
To: [Landlord's Name]
[Landlord's Address]
Dear [Landlord's Name],
I am writing to formally notify you of my change of residence. My new address will be:
[New Address]
My last date of residence at the current property will be [Last Day of Residence]. Please let me know if there are any further steps I need to take regarding my lease or security deposit.
Thank you for your understanding.
Sincerely,
[Your Name]
[Your Current Address]
[Your Contact Information]