

Tenant Relocation Notification

Date: [Insert Date]

[Tenant's Name]

[Tenant's Address]

[City, State, Zip Code]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I am writing to officially notify you of my intention to terminate my lease at [Property Address] effective [Termination Date]. This notification is being provided in accordance with the lease agreement, which requires [X days/weeks] notice.

Due to [reason for relocation, e.g., job transfer, personal circumstances], I will be relocating and will vacate the premises by the specified date. I will ensure that the property is in good condition before handing over the keys.

Please let me know if there are any final procedures you would like me to follow as we approach the move-out date. Thank you for your understanding.

Sincerely,

[Tenant's Name]

[Tenant's Contact Information]