

# Notice of Intent to Move - Commercial Lease

This **notice of intent to move commercial lease form sample** provides a clear template for tenants or landlords to formally communicate their intention to terminate or relocate a commercial lease agreement. It ensures all parties are informed and legal obligations are met, reducing potential disputes. Using this standardized form helps streamline the lease transition process efficiently.

Date:

To (Landlord/Property Management):

Landlord's Full Name or Company Name

Landlord's Address

From (Tenant/Business Name):

Tenant's Business Name

Tenant's Address

Premises Address:

Leased Property Address

Lease Start Date:

Lease End Date (if applicable):

Notice of Intent:

This is to formally notify you of my/our intention to move out of the premises located at the above address. This notice is pr

Intended Move-Out Date:

Forwarding Address (for return of security deposit & future correspondence):

Forwarding Address

Additional Comments:

Any additional details or instructions...

Signature:

(Print Name & Title)

Date: