

Early Lease Termination Notice of Intent to Vacate

This **early lease termination notice** of intent to vacate form sample provides a clear and concise template for tenants to officially inform landlords of their intention to end the lease before its expiration. It ensures all necessary details are communicated effectively, helping to avoid misunderstandings and potential penalties. Using this form streamlines the lease termination process and protects both parties' interests.

Tenant Information

Tenant Full Name:

Rental Property Address:

Unit/Apt #:

Phone Number:

Email Address:

Lease Information

Lease Start Date:

Original Lease End Date:

Intended Move-Out Date:

Notice Details

Reason for Early Termination (Optional):

I acknowledge that this notice is being submitted in accordance with the lease agreement terms and applicable laws. I understand any fees or penalties outlined in the lease for early termination.

Date of Notice:

Tenant Signature:

Submit Notice

Landlord/Property Manager's Information (Optional):

- Name: _____

- Contact Number: _____
- Email: _____

Please retain a copy of this notice for your records.