

30-DAY NOTICE TO VACATE COMMERCIAL LEASE

Date: _____

To: _____

(Landlord / Property Manager / Tenant Name)

Property Address:

Lease Agreement Date(s): _____

Dear _____,

This letter serves as formal written notice to vacate the above-referenced commercial property in accordance with the lease agreement and applicable state/local laws. The undersigned is providing a 30-day notice to terminate the lease effective on _____ (Date Vacating Premises).

All Property keys and access cards will be returned by the vacate date. Please advise of any other move-out procedures or requirements.

Thank you for your attention to this matter.

Sincerely,

Name: _____

Company/Title: _____

Signature: _____

Date: _____

Note: This sample 30-day notice to vacate is for general informational purposes and may need to be tailored based on lease terms and jurisdiction requirements. Always consult a legal professional for specific guidance.