

# Notice of Intent to Move Out

Date:

To:

From:

Dear Apartment Management,

I am writing to give formal notice of my intent to vacate the premises at the address listed above. My planned move-out date is .

I understand that this notice satisfies the required notice period outlined in my lease agreement. I will ensure the apartment is clean and in good condition upon departure. Please let me know about the move-out inspection, return of security deposit, and any further steps necessary.

Please contact me at  or  with any questions.

Thank you for your assistance.

Sincerely,

\_\_\_\_\_  
(Tenant Signature)  
Date:

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**notice of intent to move out form sample** is designed to help tenants formally inform their apartment management of their planned departure date. It ensures clear communication and compliance with lease agreements to avoid any misunderstandings. Using this template simplifies the moving out process and protects both parties.