

# 30-Day Notice to Vacate Form Sample

NOTICE DATE: \_\_\_\_\_

To (Landlord/Property Manager):

\_\_\_\_\_

Landlord's Address:

\_\_\_\_\_

Tenant's Name(s):

\_\_\_\_\_

Rental Address:

\_\_\_\_\_

## Subject: 30-Day Notice to Vacate

Dear \_\_\_\_\_,

I/we, the undersigned tenant(s), hereby provide this written notice of our intent to vacate the above-listed rental property. In accordance with the terms of the lease agreement, we will vacate the premises on or before \_\_\_\_\_, which is at least thirty (30) days from the date of this notice.

Please advise of any move-out procedures and instructions regarding the return of the security deposit. I/we will arrange for a final inspection and ensure that all keys are returned.

Thank you for your attention to this matter.

Sincerely,

Tenant Signature(s):

\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_

## Instructions for Use

- Review your lease agreement for specific notice requirements.
- Fill in all blank fields with your information.
- Deliver the notice in accordance with local laws (e.g., hand delivery, certified mail, email if permitted).
- Keep a copy for your records.