

Tenant "Notice to vacate" template

Date notice given to landlord: _____

To Whom it may concern,

I, _____, am giving notice to end my tenancy for the rental property located at ADDRESS:

Unit # _____ Street # _____ Street name: _____ City: _____.

I plan on moving out of the premises on: Day: _____ Month: _____ Year: _____

I have read my tenancy agreement and can confirm the following (check one below):

_____ I will **not** be breaking my fixed term lease and will be giving my notice prior to my last full rent payment is due.

(For example, If rent is due on the 1st of the month and I want to move out May 31st, I will need to give notice on or before April 30th.)

_____ My fixed term lease has not yet ended and I will be breaking lease.

(For example, I am moving out before the end of my fixed term lease or am giving less than 30 days notice before moving. I understand that this may result in having to pay pro-rated rents until a new tenant is found, a \$200.00 break lease fee, and/or a placement fee of up to half a month's rent to find a replacement tenant.)

1st Tenants name

Date signed

1st Tenants Signature

2nd Tenants name

Date signed

2nd Tenants Signature