

# NOTICE TO VACATE

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tenant Name

\_\_\_\_\_  
Tenant Phone Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Alternate Phone Number

\_\_\_\_\_  
City, State, Zip

I am giving notice that I will be vacating your unit located at

\_\_\_\_\_

on the following date: \_\_\_\_\_

On the date above, I will be returning all keys and would like to schedule a move out inspection of the unit.

Thank you for your consideration of this matter,

\_\_\_\_\_  
Tenant Signature

\_\_\_\_\_  
*To be completed by landlord/owner*

Notice to vacate accepted by \_\_\_\_\_  
Landlord or Landlord Representative Signature

Date Notice accepted \_\_\_\_\_