

# CALIFORNIA 60-DAY NOTICE LEASE TERMINATION LETTER

\_\_\_\_\_, 20\_\_\_\_

To: \_\_\_\_\_

Rental Property: \_\_\_\_\_, City of \_\_\_\_\_, CA \_\_\_\_\_

**YOU ARE HEREBY NOTIFIED THAT**, under the terms of the lease agreement dated \_\_\_\_\_, 20\_\_\_\_ (the "Lease") for the rent and use of the premises listed above now occupied by you:

YOUR TENANCY WILL BE TERMINATED ON \_\_\_\_\_, 20\_\_\_\_ AND YOU HAVE: (Check one)

- 30 DAYS (for tenancies under 1 year)
- 60 DAYS (for tenancies over 1 year)

TO VACATE THE PREMISES. **You therefore must deliver possession of the premises to me by** \_\_\_\_\_: \_\_\_\_\_ **AM/PM on** \_\_\_\_\_, **20**\_\_\_\_. You are further notified that unless you vacate the premises by such date, legal action may be initiated against you.

State law permits former tenants to reclaim abandoned personal property left at the former address of the tenant, subject to certain conditions. You may or may not be able to reclaim property without incurring additional costs, depending on the cost of storing the property and the length of time before it is reclaimed. In general, these costs will be lower the sooner you contact your former landlord after being notified that property belonging to you was left behind after you moved out.

THIS IS A: (Check one)

- 30 DAY NOTICE.** (for tenancies under 1 year)
- 60 DAY NOTICE.** (for tenancies over 1 year)

THIS NOTICE IS PROVIDED TO YOU IN ACCORDANCE WITH THE LEASE AND CALIFORNIA CODE OF CIVIL PROCEDURE §1946. NOTHING IN THIS NOTICE IS INTENDED OR SHALL BE CONSTRUED AS A WAIVER BY THE LANDLORD OF ANY RIGHTS OR REMEDIES THE LANDLORD MAY HAVE UNDER THE LEASE OR UNDER STATE OR FEDERAL LAW.

\_\_\_\_\_  
Landlord Signature

\_\_\_\_\_  
Date

Landlord Name: \_\_\_\_\_

Address: \_\_\_\_\_, City of \_\_\_\_\_, State of \_\_\_\_\_

Phone Number: \_\_\_\_\_



# PROOF OF SERVICE

I, the undersigned, being at least 18 years of age, declare under penalty of perjury under the laws of the State of California that the following is true and correct:

On \_\_\_\_\_, 20\_\_\_\_, I personally delivered the attached Notice of Termination, which is a true and complete copy, to \_\_\_\_\_ at the following address \_\_\_\_\_.

On \_\_\_\_\_, 20\_\_\_\_, I personally delivered the attached Notice of Termination, which is a true and complete copy, to \_\_\_\_\_, a person of suitable age and discretion at the following address \_\_\_\_\_, AND I thereafter mailed by first class mail, postage prepaid, a true copy addressed to the tenant, \_\_\_\_\_, at the following address \_\_\_\_\_.

On \_\_\_\_\_, 20\_\_\_\_, after attempting to personally deliver the attached Notice of Termination, which is a true and complete copy, to the tenant or a person of suitable age and discretion, I thereafter mailed by first class mail, postage prepaid, a true copy addressed to the tenant, \_\_\_\_\_, at the following address \_\_\_\_\_.

Signed by: \_\_\_\_\_

Print Name: \_\_\_\_\_

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