

State of _____

NOTICE OF TERMINATION

_____, 20_____

VIA

- Personal Delivery**
- Substituted Delivery**
- Posted Delivery**
- First Class Mail**
- Registered Mail**
- Certified Mail**
- Other:** _____

Dear _____:

(Check one)

As your **Landlord**, I serve you this letter as notice to you that the lease agreement dated _____ [Date] for _____ [Property address] (the "Premises") will terminate (Check one) before the expiration of at the end of the lease term on _____ [Date] (the "Termination Date"). As such, you and any others still in possession of the premises must vacate the premises by ____:____ AM/PM on such date.

As your **Tenant**, I send this letter to notify you that I am terminating the lease agreement dated _____ [Date] for _____ [Property address] (the "Lease") and intend to vacate the premises (Check one) before the expiration of at the end of the Lease term on _____ [Date], and by ____:____ AM/PM on such date.

The lease is being terminated because: (Check one)

- I am choosing not to renew the lease
- You are choosing not to renew the lease
- You have violated the lease agreement
- The property is being sold
- A natural disaster has made the property uninhabitable
- Other: _____



The security deposit and all notices as required under the Lease and state and local law will be sent to:
_____ [Name and address]

Please contact me if you have any questions or need further information.

Signature

Name: _____

Address: _____

Telephone number: _____

Email: _____



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 _____ that I served a true copy of the attached Notice of Termination as follows:

Date: _____

Name: _____

Address: _____

Method of Service:

- Substituted Delivery
- Personal Delivery
- Posted Delivery
- First Class Mail
- Registered Mail
- Certified Mail

Signed by: _____

Print Name: _____

Date: _____



ACKNOWLEDGEMENT OF NOTARY PUBLIC

State of _____)

)

County of _____)

On this day, personally appeared before me, _____, to me known to be the person(s) described in and who executed the within instrument, and acknowledged that they signed the same as their voluntary act and deed, for the uses and purposes therein mentioned.

Witness my hand and official seal hereto affixed on this day of _____, 20_____.

Signature

Notary Public

My Commission Expires: _____

