

MOVING OUT NOTICE LETTER

Property Address: _____

Landlord/Property Manager: _____

Tenant Information:

Full Name(s): _____

Contact Phone: _____

Email Address: _____

Notice Details:

This letter serves as formal notice of the intent to vacate the premises described above in accordance with the terms of the lease agreement.

Intended Move-Out Date: _____

Forwarding Address for Security Deposit: _____

Tenant Responsibilities:

The Tenant agrees to comply with all lease terms, including but not limited to: - Returning all keys and access devices on or before the move-out date. - Leaving the premises in clean and good condition, reasonable wear and tear excepted. - Providing a forwarding address for the return of any security deposit. - Scheduling a move-out inspection with the Landlord or Property Manager. - Settling any outstanding rent or charges prior to vacating the property.

Landlord/Property Manager Responsibilities:

The Landlord/Property Manager agrees to: - Conduct a move-out inspection within a reasonable time after tenant vacates. - Return the security deposit, less any lawful deductions, within the timeframe required by applicable law. - Provide an itemized list of any deductions from the security deposit. - Make arrangements for the final utility readings and notify relevant service providers if applicable.

Legal Compliance and Acknowledgement:

This Notice complies with all applicable federal, state, and local laws governing rental agreements and termination notices within the United States. Tenant and Landlord/Property Manager hereby acknowledge and agree that this Notice is legally binding upon delivery and receipt. Failure to comply with the terms herein may result in legal action or penalties as provided by law.

Signatures:

TENANT(S) SIGNATURE

LANDLORD/PROPERTY MANAGER SIGNATURE

Signature: _____

Signature: _____

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