Tenant Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Rental Address:  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
TO the above Tenant and all others in possession of the above premises:  
  
You are hereby given notice to vacate the above premises within (30) THIRTY days from the service of this notice. You are required to surrender possession of the above premises to the Landlord on or before this date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
(Optional) You are being vacated for the following reason(s):  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
It is understood that:  
1. The Tenant is responsible for all repairs and cleaning to restore the above premises to move-in condition (after accounting for normal wear and tear).  
2. After the Tenant vacates the premises, the security deposit shall be returned to the Tenant within \_\_\_\_\_ days. Deductions shall be made from the security deposit for any unpaid charges, and for any necessary repair and cleaning fees if the Tenant fails to restore the premises to move-in condition.  
3. The deposit security cannot be used as the final month's rent.  
4. Rent shall be prorated and payable up to the last date of possession or thirty (30) days after the service of this notice, whichever is later.  
5. The Tenant surrenders possession of the above premises by removing all personal belongings from the premises and returning all keys to the Landlord.  
If you fail to vacate, legal proceedings will be commenced against you to recover possession of the premises, to declare the lease agreement forfeited and to recover all damages, costs and fees allowed by the law.

**PROOF OF SERVICE**

On this date of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_, this notice was served by:  
  
[     ] Delivering a copy of the notice to the above Tenant personally.  
  
[     ] Leaving a copy of the notice with a person of suitable age and discretion at the Tenant's residence.  
  
[     ] Sending a copy of the notice by registered or certified mail to the Tenant at his / her residence.  
  
[     ] Attaching a copy of the notice to the inside of the front entrance door of the premises.  
  
  
Landlord Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Landlord Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Landlord Address:  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 - See more at: http://www.free-real-estate-forms.com/notice-to-vacate.html#sthash.C19Kopvo.dpuf