(Today's Date)

(Rental Company or Landlord' Name)

(Street Address)

(City, State, Zip)

Notice of Intent to Vacate:

Please be advised that effective (Moving Date), I we will be moving from the rental property located at (Your Address at Rental Property). This letter constitutes my 20 days notice as required by our rental agreement and the Landlord/Tenant Act.

A forwarding address where you can reach me after (Moving Date) is (Future Address). Please send my deposit refund to me at that address.

Sincerely,

(You’re Name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Sign)

Additional Tenants on Lease

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Sign)