**Notice to Vacate Letter**

**[Your Name]**

**[Your Address]**

**[City, State, Zip Code]**

**[Date]**

**[Tenant's Name]**

**[Tenant's Address]**

**[City, State, Zip Code]**

**Dear [Tenant's Name],**

**I am writing to provide official notice regarding the termination of your lease agreement for the property located at [Property Address]. According to the terms of the lease, please consider this letter as [30/60 days'] notice, and your lease will terminate on [Move-Out Date].**

**We kindly request that you vacate the premises by this date and ensure that the property is in good condition when you leave. We will be conducting a move-out inspection, and any damages beyond normal wear and tear will be deducted from your security deposit.**

**If you have any questions or need assistance with the move-out process, please contact us at [Your Phone Number] or [Your Email Address].**

**Sincerely,**

**[Your Name]**

**[Your Signature]**