

[Your Name]
[Your Address]
[City, Postcode]
[Date]

To:

[Landlord's Name]
[Landlord's Address]
[City, Postcode]

End of Tenancy Notice

Dear [Landlord's Name],

I am writing to inform you of my intention to end the tenancy at [property address] in accordance with the terms of the tenancy agreement. This letter serves as [notice period, e.g., one month] notice and my tenancy will therefore end on [date of tenancy end].

I will ensure the property is cleaned and vacated before handing back the keys. Please let me know your preferred arrangements for the final inspection and key return.

Please confirm receipt of this notice.

Yours sincerely,

[Your Name]