[Print on Lar ert Address]

<<Name(s) of all Tenant(s)>>
<<Address of property occupied by
<<Address>>
<<Postcode>>

<<Date>>

Dear <<Name(s) as above>>

Your tenancy of <<Property add otice

We/I regret to inform you that **[**du termination>>**]** I wish/the Landlord wishes to bring your tenancy to an

You are required to leave the prope on <<insert date>> or, if later, after the last day of the period of your te xt after the end of two months from the date of service of this notice on

If you do not leave, we/I may appl r under section 21(1) or (4) of the Housing Act 1988 requiring you to g

Please seek legal advice if you are s of this notice.

We/I take this opportunity to rem u must take before you leave the property. As you know, I am/the La sit which will be refunded in full so long as the property is left in the sa ou moved in.

I would ask you please to go thro ist and make sure that all actions have been completed by the time If the checklist is complied with in full it should not be necessary for r deductions from your deposit.

Checklist

1. The property should be clea
2. All items belonging to you sh
3. All furniture and other conter the original rooms.
4. The carpets and upholstery s sionally cleaned.
5. The windows should be clea
6. The walls should not need cture/poster fixings often damage walls.
7. The cooker/oven/grill should eaned.
8. The cupboards should be em tems belonging to you.
9. The fridge/freezer should be sted (unplugged and the door left open).
10. The bath, toilet, sinks and ke -scaled.
11. The garden (if any) should b state.
12. Rent must be paid up to da e for you to assume that the last month's rent may be paid by our deposit.
13. Please arrange for post to l s available from the post office or online.

SAMPLE

14. Please arrange for the teleph
15. Please DO NOT contact th ppliers. We will read the meters together when you vacate.

I should be grateful if you would co r by signing the enclosed duplicate letter and returning it to me in the st pe provided.

Yours sincerely,

[For and on behalf of the**]** Landlord

I/we confirm receipt of the letter of its enclosures.

Signed: …… Dated: ……

…… ……

…… ……

…… ……

SAMPLE