

# HOW TO WRITE AN END OF TENANCY LETTER TEMPLATE

*For example, the standard is 30 days notice, but if your lease says 45, give that I will be moving out of my apartment on (date), the end of my current lease.*

Request for Repairs Landlords are generally responsible for repairs and maintenance. This letter is used to notify your landlord that you will be leaving the property at the end of the period on which you agreed upon. You have the right to rent a safe home and to be treated fairly. If you cannot agree on a schedule of times, your landlord is required to give you proper notice each time they plan to show the unit to prospective buyers. Landlord Termination of Lease Letter Template. In addition, the tenant may choose to send the letter by registered post, or to otherwise keep some proof of delivery. If you have paid in cash and have not received a receipt, you can use this letter to request one. Even if you have a positive relationship with your landlord and resolve issues informally, you may one day need evidence of your requests, or other communication. The document is created before your eyes as you respond to the questions. This notice does not affect your right to one month of rent as compensation. The laws in each state and territory regarding retail leases also provide more protections to tenants of retail properties than those of ordinary commercial properties. Tenant's Right to Have Guests Landlords may not unreasonably restrict your right to have guests, including overnight guests. Examples could include heat, hot water, and electricity. Find out more about getting housing help. You can give your landlord this letter to inform them that a term in your agreement is illegal. The agreement must clearly say that your tenancy has ended and a new tenancy has been created for the new tenant. How to modify the template You fill out a form. When to give notice You can usually give notice at any time, unless you have a break clause or a tenancy agreement that says otherwise. Your landlord can get a court order to make you pay the rent you owe. If a landlord has not provided proper notice, or has tried to increase your rent by more than the annual limit, you can use this letter as a response. The letters may be edited to include your specific information details. See our page on Repairs and Maintenance for details. For example if you have 3 months left on your fixed term agreement, your landlord might agree to let you pay just 2 months' rent instead. How to use this document Once this document has been prepared, it can be provided to the landlord either by post, email or hand delivery.