

Commercial Lease Move-Out Notice

Date:

Landlord Name:

Landlord Address:

Tenant Name:

Leased Property Address:

Dear _____,

This letter serves as formal notice of my intention to vacate the leased premises located at

_____ pursuant to the terms of our Commercial Lease Agreement dated

_____.

The premises will be vacated on or before _____.

Please advise of any required move-out procedures or inspection dates. I will ensure the premises are left in the required condition.

Tenant Signature:

Date:

Landlord Acknowledged By:

Date:
