



Notice to vacate / lease non-renewal letter (California)

[Your name]

[Rental address, unit]

[Email] · [Phone]

[Date]

[Landlord / property manager name]

[Landlord address]

Re: Notice of intent to vacate / non-renewal — [rental address, unit], Los Angeles, CA [ZIP]

Dear [Landlord name],

This letter is to notify you that I will not be renewing my tenancy at the above address and will vacate and return full possession of the unit on [move-out date].

[If month-to-month: Because my tenancy is month-to-month, this letter serves as my written notice of termination under California Civil Code § 1946, which requires at least 30 days' written notice from the tenant before ending the tenancy. This notice is delivered on [today's date], giving you at least 30 days before my move-out date of [move-out date]. If this letter is mailed rather than handed to you, please note that Code of Civil Procedure § 1013 adds 5 days to any mailed notice period, and I have accounted for that below.]

[If a fixed-term lease: My current lease term ends on [lease end date]. I do not intend to renew or sign a new lease term, and I will vacate on or before that date. [If the lease itself requires advance notice of non-renewal, add: Per Section [] of my lease, this letter also satisfies the []-day written notice requirement for non-renewal.] I understand that under Civil Code § 1945, if I remain in the unit after the lease expires and continue paying rent that you accept, the tenancy would convert to month-to-month on the same terms — which is not my intent, since I am vacating by the date above.]

Please let me know a convenient date and time for a move-out/final walkthrough inspection so we can document the unit's condition together before I hand back the keys.

Forwarding address for return of my security deposit: [new address]

As a reminder, California law (Civil Code § 1950.5(g)(1)) requires the security deposit — less any lawful, itemized deductions — to be returned within 21 calendar days of my move-out, along with a written itemized statement of any deductions.

Please confirm receipt of this notice in writing. Thank you for [amount of time, e.g., "the past two years"] as a tenant.

Sincerely,

[Your name]