[***Add your address***]

[***Add the date***]

[***Add landlord’s address***]

Dear [***Add landlord’s name***]

**Re: Notice to end tenancy at [add your address here]**

I am the tenant at the above address and I am writing to give you ***[insert number of days’/weeks’ notice required by your tenancy agreement]***notice that I wish to end my tenancy. The last day of my tenancy will therefore be ***[Insert last day of tenancy].***

Once I have left the property you will be able to contact me at:

**[Insert forwarding address]**

Please contact me if you would like to discuss this.

Yours sincerely

[***Add your name***]

Contact telephone number: [***Add your phone number***]