**Vermont Lease Termination Letter**

Notice Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address of Premises: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
- This notice is for sixty (60) days. The minimum amount for a tenant that has resided on the Premises for under two (2) years.

- This notice is for ninety (90) days. The minimum amount for a tenant that has resided on the Premises for over two (2) years.

To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
- This notice is to inform my intentions as Landlord that the lease dated the \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_ will be terminated in accordance with § 4467(c)(1).

- This notice is to inform my intentions as Tenant that the lease dated the \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_ will be terminated in accordance with § 4467(c)(1).   
  
The Security Deposit, minus any deductions, shall be returned to the following address:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PROOF OF SERVICE**

I, the undersigned, being at least 18 years of age, declare under penalty of perjury that I served the above notice, of which this is a true copy, on the following tenant(s) in possession in the manner(s) indicated below:  
  
- On \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, I handed the notice to the tenant(s) personally.  
  
- On \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, after attempting personal service, I handed the notice to a person of suitable age and discretion at the residence/business of the tenant(s), AND I deposited a true copy in the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [Name of Your Postal Service], in a sealed envelope with postage fully prepaid, addressed to the tenant(s) at his/her/their place of residence.  
  
- On \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, after attempting service in both manners described above I placed the notice in a conspicuous place at the residence of the tenant(s) AND I deposited a true copy in the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [Name of Your Postal Service] in a sealed envelop with postage fully prepaid, addressed to the tenant(s) at his/her/their place of residence.

Landlord’s Signature: [\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_](https://esign.com/) Print Name & Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_