

# 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:

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## 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: \_\_\_\_\_ Print Name & Date: \_\_\_\_\_

