LEASE TERMINATION LETTER

(FOR MONTH-TO-MONTH TENANCY)

Effective Date: _____

RE: NOTICE TO TERMINATE LEASE

Dear _____,

I, _____, as your ☐ Landlord ☐ Tenant am sending this letter as official notice with the intention of terminating the lease dated on _____. In accordance with governing law, the lease shall be terminated upon _____ days from the date you receive this notice.

If any refundable deposits were made by the Tenant, they shall be disbursed to: (check one)

☐ A mailing address to be provided later by the Tenant.

☐ The mailing address of: _____.

In addition, the Landlord and Tenant agree to the following:

- It is recommended that both the Landlord and Tenant perform a move-out inspection of the premises to inspect any damage (less wear and tear);
- All possessions are required to be removed from the premises within the notice period; and
- The Tenant agrees to arrange for all utilities to be turned off upon move-out.

Sender's Signature: _____ Date: _____

Print Name: _____

AFFIDAVIT OF SERVICE

County of _____

State of _____

Date: _____

I. SERVER

I, _____ ("Server"), declare under penalty of perjury that the following documents were delivered and served in the following manner:

II. DOCUMENTS

The documents served are described as a Lease Termination Letter.

III. RECIPIENT

The above-mentioned documents were delivered to:

a.) Defendant/Respondent: _____ ("Recipient")

ARSENK ID, CORP.

b.) Address/Location: _____

c.) Date & Time: _____ Time: _____ ☐ AM ☐ PM

IV. DELIVERY

The Recipient received the documents by: (check one)

- ☐ **Mail.** The Server sent the documents in the mail by: (check one)
- ☐ Standard Mail
- ☐ Certified Mail (with return receipt)
- ☐ FedEx
- ☐ UPS
- ☐ Other
- ☐ **Direct Service.** The Server handed the documents to a person identified as the Recipient.
- ☐ **Someone at the Residence.** The Server handed the documents to someone who identified as living at the residence and stated their name is: _____
- ☐ **Someone at the Workplace.** The Server handed the documents to someone who identified to be the Recipient's co-worker and stated their name is: _____.
- ☐ **Leaving at the Residence.** The Server left the documents in the following area: _____.
- ☐ **Recipient Rejected Delivery.** The Server delivered the documents to the Recipient in-person and did not accept delivery.
- ☐ **Other.** _____.

V. VERIFICATION

I declare under penalty of perjury under the laws located in this State that the foregoing is true and correct.

Server's Signature: _____ Date: _____

Print Name: _____