



To: _____

(Landlord)

(Date)

Re: _____

(Address of rental unit)

(City, State)

You are hereby notified that I am terminating my tenancy in accordance with Alaska state law. I will have the unit cleaned, all of my belongings removed, and surrender the keys by 5 pm on by the _____ day of _____ 20_____. **For example, if you intended to be out by May 1st, you would have needed to give our office written notice on or before April 1st. If you would like to be out June 1st, written notice is required on or before May 1st.** I understand that if I fail to deliver proper written notice as required by law, that I will be held financially responsible for the next months rent.

Please send my security deposit of \$ _____, or an explanation of how it was used, to my new address:

(Tenants Name)

(Tenant's New Address)

(City, State)

I understand that if there is no damage the law requires that my deposit be returned or accounted for within 14 days of the day I surrender the keys.

Signed: _____

(Tenant)

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