

Virginia 7 Day Notice to Vacate

Date: _____

Re: Notice of Intent to Vacate

Dear _____,

This letter serves as official notice that my tenancy will terminate on _____, for the premises located at _____

Please send my security deposit refund to my forwarding address: _____
My phone number is _____.

Sincerely,

(Tenant Signature)

(Tenant Signature)

(Tenant Printed Name)

(Tenant Printed Name)

CERTIFICATE OF SERVICE

I certify that a copy of this notice has been furnished to the above-named landlord on _____ by:

Hand delivery to Landlord _____; **or**

Mailing the notice by first class mail with a certificate of mailing and if possible, giving a copy of the notice to Landlord's agent or representative: _____.

(Tenant Name)

(Tenant Signature)