

## LEASE TERMINATION NOTICE TO VACATE

To: \_\_\_\_\_  
(Tenant's Name)

\_\_\_\_\_  
(Rental Unit Street Address)

\_\_\_\_\_  
(Rental Unit City/State/Zip)

You are hereby notified that I (landlord) elect to end your tenancy at

\_\_\_\_\_ (address)

on \_\_\_\_\_ (date).

If you do not move out of the rental unit by this date, your tenancy will be terminated and a lawsuit may be filed to evict you.

The delivery date of this notice is at least:

- 1 day prior to termination for tenancies of less than one week.
- 3 days prior to termination for at-will tenants and tenancies between one week and one month.
- 21 days prior to termination for tenancies between one month and 6 months.
- 28 days prior to termination for tenancies between 6 months and one year.
- 91 days for tenancies lasting one year or longer.

As a result, this notice is in compliance with CO Rev Stat §13-40-107.

Upon move out, please notify me of the address to send your remaining security deposit.

Today's Date: \_\_\_\_\_

Signature of party completing this notice:

\_\_\_\_\_

Printed Name and Title (i.e. landlord, property manager, etc.):

\_\_\_\_\_

.....

**Tenant's Acknowledgement**

On \_\_\_\_\_ (date) at \_\_\_\_\_ (time), tenant acknowledged receipt of this notice.

\_\_\_\_\_  
Tenant Signature and Date

.....

**Certificate of Service**

I certify that I personally served this notice on the following person:

\_\_\_\_\_  
OR

I attempted to make personal service on the tenant(s) named above but the tenant did not appear. I believed tenant(s) to be absent, so I left the Notice at the rental unit in a conspicuous place.

OR

I attempted to make personal service on the tenant(s) named above but no one appeared. I believed tenant(s) to be absent, so I left a copy of the notice with someone residing at the rental unit or a member of the tenant's family over the age of 15 at the rental unit.

Date: \_\_\_\_\_

Signature of person attempting service:

\_\_\_\_\_  
Printed Name:

\_\_\_\_\_