

Notice to End Month-to-Month Tenancy Agreement

Date: Insert Date

Tenant's Name: Insert Your Name

Tenant's Address:
Insert Street Address
Insert City, BC
Insert Postal Code

Landlord's Name: Insert Your Landlord's Name

Landlord's Address:
Insert Street Address
Insert City, BC
Insert Postal Code

Dear Insert Your Landlord's Name,

This letter serves as written notice to end my month-to-month tenancy at the address listed above. The last day of my tenancy will be
Insert last day of tenancy.

Section 45(1) of the *Residential Tenancy Act (RTA)* states:

- (1) A tenant may end a periodic tenancy by giving the landlord notice to end the tenancy effective on a date that
- (a) is not earlier than one month after the date the landlord receives the notice, and
 - (b) is the day before the day in the month, or in the other period on which the tenancy is based, that rent is payable under the tenancy agreement.

According to section 38 of the *RTA*, my security deposit and/or pet damage deposit of Insert Deposit \$ Total is to be returned within 15 days after you have received my forwarding address in writing and my tenancy has officially ended. This amount also includes any interest that has accumulated on the initial deposit. I calculated this amount using the Residential Tenancy Branch's (RTB) Deposit Interest Calculator, which can be accessed at gov.bc.ca/landlordtenant.

The forwarding address to which my deposit(s) can be mailed to is:
Insert Street Address
Insert City, BC
Insert Postal Code

Alternatively, if you wish to return my deposit(s) electronically, you can email me at Insert Your Email Address.

If you wish to show my rental unit to prospective tenants before I move out, please contact me so we can arrange a workable schedule.

For additional information, please contact the RTB (gov.bc.ca/landlordtenant) at 604-660-1020 or 1-800-665-8779.

Thank you,

[Signature]

Tenant's Name: Insert Your Name

Note to tenants using this template: Please edit this template and customize it to your needs. All fonts must be size 8 or larger. Always keep a copy of any correspondence you send to your landlord for future reference. It is also beneficial to have someone (preferably not just a co-tenant or family member) witness delivery of the letter and sign the copy you keep indicating the date and method of service. This can be used as evidence if you need to pursue legal action through a Residential Tenancy Branch dispute resolution hearing.