

# 30-DAY NOTICE TO TERMINATE LEASE/TENANCY

I, \_\_\_\_\_ am giving a 30-day notice of my intent  
(head of household)

to terminate my lease for tenancy at: \_\_\_\_\_  
Berkeley, California.

1. I am serving the owner [ ] in person [ ] via mail.
2. I surrender possession of the unit (remove all my belongings, clean the unit, and return all door and mailbox keys) by \_\_\_\_\_.
3. I understand that I will be responsible for the full rent for the unit after this date unless the owner and I rescind this notice in writing.

\_\_\_\_\_  
Family Signature

\_\_\_\_\_  
Date

Owner acknowledgement of receipt\*:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\*Owner acknowledgement is not required, but aids BHA in determining the earliest date the BHA will approve the start of a new contract.

*Sample provided by Berkeley Housing Authority*