



**BERKSHIRE
HOUSING**
CONNECTING PEOPLE TO HOME

NOTICE TO TERMINATE TENANCY

_____ Date

Name and Address of Property Owner

Dear _____:

This notice is to advise you that I plan to move from my leased apartment at:

I am terminating my tenancy effective _____ Date.

Sincerely,

nature Tenant Sig

Instructions: A Notice of Termination of Tenancy by the Tenant must be received by the property owner (with a copy to Metro Housing|Boston) at least one calendar month prior to the effective date. For example, if you would like to move December 1, the property owner must receive notice by October 31. A copy must be submitted to Berkshire Housing at the same time.

Note: If you do not use this form, any letter submitted as a Notice to Terminate Tenancy must contain the same information.

This form should be given to the property owner and a copy submitted to Berkshire Housing at the same time.