

[Your name and address]

[Date]

[Landlord's or agent's name and address]

Dear ...

Re: Termination of tenancy agreement at [your address], due to sale of premises

On [date] you informed me of your intention to sell the property. This intention was not disclosed to me at the beginning of the tenancy agreement.

As required under section 100 of the *Residential Tenancies Act 2010*, I am writing to give you 14 days notice. I will be giving vacant possession of the above premises on [date].

I will be in contact with you closer to this date can arrange a time when we can both inspect the premises, complete a condition report and I can return the keys to you.

Yours sincerely

[T Tenant]