

2-Month Termination Notice (Tenant)

Template notice for a tenant ending a tenancy in Kenya. Use or exceed your lease notice period.

Important: Notice periods depend on your lease and the applicable law. This template gives two months' notice (commonly required in many leases and required for controlled tenancies under Cap. 301). For premises under Cap. 296 where no notice is specified, at least one month's notice may apply (Cap. 296, s. 24 & s. 15).

Notice Details

| | |
|-----------------------------------|-------|
| Date of Notice: | _____ |
| Landlord/Agent Name: | _____ |
| Landlord/Agent Address/Email: | _____ |
| Tenant Name(s): | _____ |
| Premises (Address/Unit): | _____ |
| Tenancy Start Date: | _____ |
| Proposed Vacate Date (2 months+): | _____ |

Termination Notice

Dear [Landlord/Agent Name],

I/We hereby give you formal notice of our intention to terminate the tenancy of the above Premises. Our intended move-out date is **[Vacate Date]**, which is at least two months from the date you receive this notice (or longer if required by our lease).

Please confirm in writing:

- The date and time for a joint pre-move-out inspection (recommended: 7-14 days before vacate).
- The date and time for the final inspection and key handover on move-out day.
- The process and timeline for settling utilities and service charges.
- Where any lawful deductions from the deposit will be itemized and evidenced.

Forwarding Address & Deposit Refund

Forwarding address for notices/refund: _____

Preferred payment method for deposit refund: _____

Bank/M-Pesa details: _____

Thank you.

Tenant signature: _____ Date: _____

Tenant name: _____

If multiple tenants: additional signatures below.

Checklist: Next Steps

- Give notice in writing and keep proof of delivery (signed copy / email timestamp / registered post receipt).
- Pay rent and utilities up to the move-out date; request final bills.
- Schedule inspection(s) and document the condition with dated photos/videos.
- Use the Move-Out Cleaning Checklist to reduce deposit deductions.
- Return all keys/remote controls/cards and obtain a handover acknowledgment.
- Provide forwarding address and contact details.

References (for context)

Landlord and Tenant (Shops, Hotels and Catering Establishments) Act (Cap. 301), s. 4(4) (two months for tenancy notices in controlled tenancies).

Rent Restriction Act (Cap. 296), s. 15 (notice to quit where not otherwise specified is not less than one month ending at end of a tenancy month); s. 24 (tenant notice to give up possession where no notice specified).