

**EXAMPLE ONLY. [CLICK HERE](#) to download a saveable, printable, reusable version for just \$14.99.**

**TO:** \_\_\_\_\_

TENANT NAME(S)

and all other persons in possession of the leased premises described below:

\_\_\_\_\_  
ADDRESS OF RENTAL PROPERTY

\_\_\_\_\_  
CITY

\_\_\_\_\_  
STATE

\_\_\_\_\_  
ZIP CODE

**FROM:** \_\_\_\_\_

**IN ACCORDANCE WITH COLORADO STATUTES § 13-40-107:**

(1) A tenancy may be terminated by notice in writing, served not less than the respective period fixed before the end of the applicable tenancy, as follows:

- (a) A tenancy for one year or longer, three months;
- (b) A tenancy of six months or longer but less than a year, one month;
- (c) A tenancy of one month or longer but less than six months, ten days;
- (d) A tenancy of one week or longer but less than one month, or a tenancy at will, three days;
- (e) A tenancy for less than one week, one day.

**YOU ARE HEREBY NOTIFIED** that effective \_\_\_\_\_ after the date this notice has been served to you, the periodic tenancy by which you hold possession of the premises is terminated, at which time you are required to vacate and surrender possession of the premises. If you fail to do so, legal proceedings will be instituted against you to recover possession of the premises, damages, and costs of suit.

**YOU MUST VACATE THE PREMISES AND DELIVER UP POSSESSION BY:** \_\_\_\_\_

"MOVE-OUT DATE"

If you are in doubt regarding your legal rights and obligations, you should seek legal assistance.

**RECORD OF SERVICE**

I, \_\_\_\_\_, declare under penalty of perjury that on \_\_\_\_\_,  
I served the above notice, of which this is a true copy, in the manner(s) indicated below:

- Hand delivered to the Tenant
- Given to person of suitable age and discretion at the Premises
- Conspicuously posted on the Premises
- Sent via certified mail with return receipt requested

\_\_\_\_\_

**DATE**