

# Washington Lease Non-Renewal Letter

General template, not legal advice. Have a Washington attorney review before use. Last reviewed October 29, 2026.

Before you send this: in most places a landlord may decline to renew a lease at the end of its term. Some states and cities limit that with just cause rules, longer notice for long tenancies, or relocation payments. A non-renewal can never be retaliation for a complaint or repair request, or based on a protected characteristic.

Local just cause or tenant protection rules: \_\_\_\_\_ (check the rule in Washington)

Retaliation rules in Washington: A landlord may not raise rent, reduce services or start an eviction in retaliation for a tenant's good faith complaint or use of legal rights, and action soon after a complaint is presumed retaliatory. (RCW 59.18.240 and RCW 59.18.250)

Date of letter

Tenant name or names

Property address and unit

City, state and ZIP

Current lease end date

Dear \_\_\_\_\_ (Tenant name),

This letter is written notice that your lease for the property above will not be renewed. Your lease ends on \_\_\_\_\_ (Lease end date), and you will need to move out and return all keys by \_\_\_\_\_ (Move out time) on that date.

This notice is given \_\_\_\_\_ (Number of days) days before the end of the lease, which meets the notice required by your lease and by Washington law.

Reason (complete only where the law requires a stated reason, or where you choose to give one):  
\_\_\_\_\_ (Reason)

## Before you move out

- ☐ Rent remains due through \_\_\_\_\_ (Last rent date).
- ☐ Schedule a move-out inspection by contacting \_\_\_\_\_ (Contact name) at \_\_\_\_\_ (Phone and email). You are welcome to attend.
- ☐ Leave the home clean and empty, with any damage beyond normal wear and tear repaired or reported.
- ☐ Return keys, fobs, remotes and parking passes to \_\_\_\_\_ (Where to return keys).
- ☐ Send us your forwarding address in writing so we can return your deposit.

## Your security deposit

We will return your deposit, less any lawful deductions with an itemized list, within the time required by Washington law.

Deposit return deadline in Washington: The landlord has 30 days after the tenancy ends and the tenant moves out to return the deposit or send a full and specific statement of the reasons for keeping any part. (RCW 59.18.280)

Relocation assistance, if required where you live: \_\_\_\_\_ (Amount and how it will be paid, or not applicable)

Thank you for your tenancy. Please contact us with any questions.

Sincerely,

\_\_\_\_\_  
Landlord or agent signature

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Date

## Delivery record

Date delivered

Method

Delivered by

Tracking or reference number

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