

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email]

[Date]

Dear [Recipient Name/Family and Friends],

I am writing to share some exciting news regarding a big change in my life. After much reflection, I have decided to simplify my lifestyle and move into a smaller, more manageable home.

While I have truly enjoyed my time at [Current Address], I have realized that I no longer need as much space. My goal is to reduce the stress of home maintenance and focus more on the experiences and people that matter most to me.

As part of this transition, I will be sorting through my belongings and parting with items that no longer fit my new lifestyle. I may reach out soon to see if there are any family heirlooms or items you might wish to have.

My new address starting [Date] will be:

[New Address]
[New City, State, Zip Code]

I look forward to welcoming you to my new, simpler space once I am settled in. Thank you for your continued support during this transition.

Sincerely,

[Your Signature]

[Your Printed Name]