

# Tenancy Termination Agreement

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

This letter serves as formal notice of termination of your lease agreement for the property located at [Property Address], effective [Termination Date]. This action is due to the following lease violations:

- [Description of lease violation 1]
- [Description of lease violation 2]
- [Description of lease violation 3]

As per the lease agreement signed on [Lease Start Date], these violations are grounds for termination of tenancy. We kindly request that you vacate the premises by the termination date listed above.

Please ensure that the property is returned in good condition and all keys are returned on or before the termination date.

If you have any questions or wish to discuss this matter further, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Company Name, if applicable]

[Your Address]

[Your Phone Number]

[Your Email Address]