Lease Termination Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I am writing to formally request the termination of my lease for the property located at [Property Address], which has expired as of [Lease Expiration Date]. As per our lease agreement, I am providing this notice to confirm my intention to vacate the premises.

Please let me know if there are any further steps I need to complete in this process or if there are any specific arrangements for the return of my security deposit.

Thank you for your attention to this matter. I appreciate your cooperation.

Sincerely,

[Your Name]