

# Lease Cancellation Confirmation Notice

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],

This letter serves as a formal confirmation of my lease cancellation for the property located at [Property Address], as per our previous discussions. My last date of occupancy will be [Last Occupancy Date].

Per the terms of our lease agreement, I understand that [mention any termination conditions or deposit return details, if applicable].

Thank you for your attention to this matter. Please let me know if you require any further information.

Sincerely,

[Your Name]