Lease Break Stipulations Notice

Date: [Insert Date]
To: [Tenant's Name]
Address: [Tenant's Address]
Dear [Tenant's Name],
This letter serves as notice of the stipulations regarding the termination of your lease for the property located at [Property Address]. As per our agreement, the following conditions apply:
 The lease break must be communicated in writing at least [Insert Number] days in advance. You are responsible for any remaining rent until a new tenant is found or until the end of the lease term, whichever comes first. The security deposit may be withheld for any damages beyond normal wear and tear. You must provide access to the property for showings to prospective tenants. Any unpaid fees or charges must be settled before vacating the property.
Please sign and return a copy of this notice to acknowledge your understanding of these stipulations.
Thank you for your cooperation.
Sincerely,
[Your Name]
[Your Title]
[Your Contact Information]