

Commercial Lease Cancellation Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I am writing to formally notify you that I am terminating the commercial lease agreement dated [Lease Start Date] for the property located at [Property Address]. According to the terms of the lease, I am providing you with [Number of Days] days notice, making the cancellation effective on [Effective Cancellation Date].

Please let me know how you would like to proceed regarding the return of my security deposit and any final inspections needed.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title/Position, if applicable]