

Letter of Dispute Over Broken Lease Penalties

[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 dispute the penalties associated with my broken lease for the property located at [Property Address]. My lease termination date was [Date], and the penalties outlined in your correspondence dated [Date of Correspondence] have raised concerns regarding their validity.

According to [specific lease clause, local laws, or exceptional circumstances], I believe that the penalties applied are excessive and not justified based on our agreement. I have taken steps to mitigate any potential losses by [mention any actions taken, such as finding a replacement tenant or providing advance notice].

In light of these considerations, I kindly request that we review this matter further to reach a fair resolution. I am willing to discuss this issue at your earliest convenience and hope we can settle this amicably.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,
[Your Name]