

Retail Rental Agreement Termination Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Insert Date]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Subject: Notice of Termination of Retail Rental Agreement

Dear [Landlord's Name],

I, [Your Name], the tenant of the retail space located at [Rental Address], am writing to formally request the termination of my rental agreement dated [Agreement Date], effective [Termination Date].

This request is in accordance with the terms outlined in our rental agreement, and I am providing this notice [number of days required by the agreement] days in advance to ensure compliance with all necessary procedures.

I appreciate the opportunity to have operated my business from your property and will ensure that the space is vacated in good condition prior to the termination date.

Please confirm the receipt of this termination notice and let me know the next steps regarding the final inspection and return of my security deposit.

Thank you for your understanding.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]