

# Commercial Rental Lease Termination Notice

Date: [Insert Date]

To: [Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

This letter serves as formal notice of termination of the commercial rental lease for the premises located at [Property Address], effective [Termination Date]. In accordance with the terms of the lease agreement dated [Lease Start Date], we are providing [Number of Days] days' notice as required.

Please consider this letter as a notification that we will vacate the premises on or before the termination date mentioned above. We will ensure that the property is returned to you in good condition, as per the terms of our lease.

If there are any specific move-out procedures or arrangements that you would like us to follow, please let us know at your earliest convenience.

Thank you for your attention to this matter. We appreciate your understanding, and we look forward to settling any outstanding responsibilities.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Company Name]

[Your Contact Information]