

Date: [Current Date]

[Tenant's Name]

[Tenant's Address]

[City, State, ZIP Code]

Dear [Tenant's Name],

This letter serves as a formal notification of lease termination for the property located at [Property Address], effective [Termination Date]. Unfortunately, due to ongoing property issues that have not been resolved despite previous notifications, we must take this action.

Specifically, the following issues have prompted this decision:

- [Issue 1]
- [Issue 2]
- [Issue 3]

We regret any inconvenience this may cause and encourage you to contact us to discuss your move-out procedures. Your security deposit will be processed following your vacating the premises in accordance with the lease agreement.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Contact Information]