

# Lease Termination Agreement

Date: [Insert Date]

To,

[Landlord's Name]

[Landlord's Address]

Subject: Lease Termination Notice

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally notify you of my intention to terminate the lease agreement for the property located at [Property Address], which was signed on [Lease Start Date]. As per the terms of our lease agreement, I am providing this letter at least [Number of Days] days in advance of the intended termination date of [Termination Date].

Reason for Termination: [Briefly state reason, if desired]

As such, I will vacate the premises by [Vacate Date]. I will ensure that the property is returned in good condition and will coordinate with you for a final walkthrough.

Please let me know how you would like to proceed regarding the return of my security deposit and any other concluding matters.

Thank you for your attention to this matter, and I look forward to hearing from you soon.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email]