

Lease Termination Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I am writing to formally notify you of my intention to terminate my lease for the property located at [Rental Property Address], effective [Termination Date]. This decision is due to personal reasons that require my immediate attention.

As per the lease agreement, I am providing [notice period, e.g., 30 days] notice. I will ensure that the property is in good condition upon my departure, and I would be happy to coordinate a walkthrough at your convenience.

Thank you for your understanding. Please let me know if there are any additional steps you would like me to take regarding this process.

Sincerely,

[Your Name]