

Lease Termination Letter

Sender's Name: [Your Name]

Sender's Address: [Your Address]

City, State, Zip: [City, State, Zip]

Email: [Your Email]

Phone Number: [Your Phone Number]

Date: [Date]

Recipient's Name: [Landlord's Name]

Recipient's Address: [Landlord's Address]

City, State, Zip: [City, State, Zip]

Subject: Notice of Lease Termination

Dear [Landlord's Name],

I am writing to formally inform you of my intention to terminate the lease for the residential property located at [Property Address], in accordance with the lease agreement. As per the terms of our lease, I am providing [number of days, e.g., 30] days' notice, with the lease termination date being [Termination Date].

Please let me know the steps to ensure a smooth transition and to arrange for the return of my security deposit. I appreciate your attention to this matter, and I look forward to your confirmation of my lease termination.

Thank you for your cooperation.

Sincerely,

[Your Name]