

Lease Withdrawal Letter

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date

Landlord's Name
Landlord's Address
City, State, Zip Code

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally notify you of my decision to withdraw from the lease agreement for [Property Address], originally scheduled to commence on [Lease Start Date].

Due to my recent job acceptance at [Company Name] which requires me to relocate, I am unable to proceed with the lease as planned. I sincerely apologize for any inconvenience this decision may cause.

Per our agreement, I understand the necessary steps I should take regarding the withdrawal process. Please let me know if there are any forms or details you need from my side to formally conclude this matter.

Thank you for your understanding, and I appreciate your cooperation in this situation.

Sincerely,
[Your Name]