

[Your Name]

[Your Address]

[City, Postcode]

[Email Address]

[Phone Number]

[Date]

[Landlord's Name]

[Landlord's Address]

[City, Postcode]

Dear [Landlord's Name],

RE: Notice of Lease Termination

I am writing to formally inform you that I wish to terminate my tenancy at [Property Address], effective [Termination Date]. In accordance with the terms of our lease agreement, I am providing [notice period, e.g., one month's] notice.

As per our agreement, I will ensure that the property is vacated by the termination date, and I will return the keys to you in person. Please let me know if you would like to arrange a final inspection of the property. Thank you for your understanding.

Yours sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]