

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

Jysk

[Company Address]
[City, State, Zip Code]

Subject: Notice of [Termination/Renewal/Other] of Lease Agreement

Dear [Manager's Name],

I hope this letter finds you well.

I am writing to formally notify you regarding my lease agreement for [Property Address/ Lease Details]. According to the terms outlined in our agreement, I would like to [terminate/renew/discuss] my lease effective [Date].

[Provide any additional details regarding the notice, such as reasons for termination, request for renewal, or any relevant information.]

Please confirm the receipt of this notice and feel free to reach out if you require any further information.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]