

**\*\*Template for Lease Termination 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],

Subject: Notice of Lease Termination

I am writing to formally notify you of my intention to terminate the lease for the property located at [Property Address], in accordance with the terms specified in our lease agreement.

1. **\*\*Lease Information\*\***

- Lease Start Date: [Start Date]

- Lease End Date: [End Date]

2. **\*\*Termination Date\*\***

Please consider this letter as my official notice to terminate the lease effective [Termination Date].

3. **\*\*Final Rent Payment\*\***

I will ensure that my final rent payment is made on or before [Final Payment Date].

4. **\*\*Property Condition\*\***

I will ensure the property is in good condition and will be available for a final walkthrough on [Suggested Walkthrough Date].

5. **\*\*Forwarding Address\*\***

My new address for future correspondence is:

[New Address]

Thank you for your understanding. Please let me know if you have any questions regarding this notice.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]