

Lease Termination Letter Landlord to Tenant PDF

[Landlord's Full Name]

[Landlord's Address]

[City, State, Zip]

[Email]

[Phone Number]

[Today's Date]

[Tenant's Full Name]

[Tenant's Address]

[City, State, Zip]

Subject: Lease Termination Notice

Dear [Tenant's Full Name],

As per our lease agreement and applicable state law, I am hereby issuing a formal notice to terminate the lease agreement for the property located at [Property Address]. This termination is effective as of [Termination Date], which is in compliance with the [State Required Notice Period]-day notice period required by law.

The reason for this termination is [Specify Reason for Termination]. This action is taken after careful consideration and is not a reflection of your conduct as a tenant.

Please ensure the property is vacated by the specified date and that it is left in a clean and undamaged condition, according to the terms of our lease agreement. You are also required to return all keys and any other property-related items.

A final walkthrough of the property will be conducted to assess its condition and to ensure that all terms of the lease have been met. Following this, the process for the return of your security deposit will proceed in accordance with state laws.

I appreciate your prompt attention to this matter and your cooperation throughout your tenancy. Should you need any further information or assistance regarding this notice, please do not hesitate to contact me.

Best regards,

[Landlord's Name]

[Signature for hard copy]