
Lease Termination Letter to Tenant

From:

[Landlord's Name]

[Address]

[City, State, Zip]

[Email]

[Date]

To:

[Tenant's Name]

[Property Address]

[City, State, Zip]

Notice of Lease Termination

Dear **[Tenant's Name]**,

This letter officially notifies you that your current lease for the premises located at **[Property Address]** will be terminated as of **[Termination Date]**. This action is in full compliance with our lease agreement and the **[State Required Notice Period]**-day advance notice requirement provided by state law.

The lease is being terminated for the following reason: **[Reason for Termination]**. We would like to thank you for your tenancy and the respect you have shown for the property.

We kindly ask you to prepare for vacating the premises by the termination date, ensuring the property is left in good condition, per our lease agreement standards. Please arrange to return the keys and any other items belonging to the property on or before your departure.

A final inspection will be scheduled to ensure the return condition of the property is as per our agreement. Following your departure, we will finalize any details regarding your security deposit in accordance with state law.

For any questions or further discussion about this notice, please feel free to reach out to me directly.

Thank you for your attention to this matter and for your cooperation.

Sincerely,

[Landlord's Name]

[Signature, if applicable]