

Request to terminate lease pending landlord approval

Subject: Provisional Early Lease Termination Request

Dear [Landlord Name],

I hope this message finds you well. I would like to request your approval for an early termination of my lease at [Property Address] due to [Reason]. The proposed move-out date is [Proposed Termination Date], pending your confirmation.

Please let me know if any documentation or conditions are required to process this request. I appreciate your attention to this matter.

Best regards,

[Tenant Name]

[Tenant Contact Information]

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