

Formal and official lease termination

Subject: Official Lease Termination

To Whom It May Concern,

I hereby provide official notice of termination for my lease agreement at [Rental Property Address].

This letter serves as the required [30/60]-day notice, with my last day of tenancy being [specific date].

Please provide written acknowledgment of this termination notice and confirm the procedures regarding move-out inspection, key return, and security deposit. I expect all matters to be resolved in compliance with local tenancy laws.

Sincerely,

[Your Full Name]

Get more templates here: <https://www.lettersandtemplates.com/letters/lease-termination-letter>