

# Early Lease Termination Letter

RE: Intention to Terminate Lease Agreement

Dear \_\_\_\_\_,

I am writing to you this letter with my request to terminate our signed Lease Agreement, as the Landlord of the Agreement, dated \_\_\_\_\_ over the property \_\_\_\_\_ with a lease period of \_\_\_\_\_.

According to the Agreement signed between us,

In this regard, in accordance with the terms and conditions of our Lease Agreement, you are kindly requested to vacate the house by \_\_\_\_\_, at the latest.

Again, in accordance with the provisions of the Agreement, the leased property should first be examined to determine whether there are any losses or damages, in order to deposit refund. You can specify a suitable day for the examination of leased property and accompany me during the examination.

Feel free to notify me anytime for the inspection or if in case you have questions or concerns, please do not hesitate to contact me via email at \_\_\_\_\_ or via phone at \_\_\_\_\_.

Truly yours,