

# Lease Termination Letter

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

This letter is to inform you that the lease for \_\_\_\_\_  
signed on \_\_\_\_\_ will terminate on \_\_\_\_\_  
and will not renew. I have attached a copy of the lease agreement for your reference.

We completed a move-in walkthrough at the start of the lease, which is also attached to this letter. I would like to complete the move-out walkthrough at the end of the lease. Please let me know which of these options works best for you, or send me an email with your preferred times:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Please also send me a mailing address for any future communication, such as the return of your security deposit.

Thank you for being a reliable tenant, and don't hesitate to contact me if you have any questions.

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Landlord signature