Early Lease Termination Letter Template

Use our free **Early Lease Termination Letter** to help you get started. Simply download the .doc or pdf file and customize it. If you need additional help or more examples check out some of the sample letters below.

From,

\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_ (date of writing the letter)

To,

\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_

Subject: termination of tenancy

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_ (name of the person receiving the letter),

I’ve decided to cancel your tenancy at my place because of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (reason for the cancellation of the tenancy). I want to give it on lease to another tenant. You didn’t at all prove to be a good tenant and I don’t think I can continue with it.

I want you to leave my place within \_\_\_\_\_\_\_\_\_\_\_\_ (date of termination), along with your belongings, clearing all my due payments. I hope you’ll surely find a better place to stay.

Thanking you,

Yours sincerely,

Name and signature