

Notice for early lease termination

Subject: Early Termination of Lease Agreement

Dear [Tenant Name],

This letter is to notify you that your lease agreement for [Property Address] will be terminated effective [Termination Date]. This action is in accordance with the lease terms and your prior request for early termination.

Please ensure that the property is vacated by the specified date and that all keys and access devices are returned. Final inspections and security deposit settlement will follow.

Thank you for your cooperation.

Sincerely,

[Landlord/Property Manager Name]

[Date]

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