# Early Termination of Lease

From: [Your Name]  
[Your Address]  
[City, State, Post Code]  
[Email Address]  
[Phone Number]  
[Date]

To: [Landlord's Name]  
[Landlord's Address]  
[City, State, Post Code]

Dear [Landlord's Name],

I am writing to formally notify you of my intention to terminate my tenancy at [Rental Property Address] effective [Proposed Move-Out Date]. Due to [specific reason, e.g., a job relocation, family emergency], I am unable to fulfill the remainder of the lease agreement, which is set to expire on [Original Lease End Date].

I understand that this constitutes an early termination of the lease, and I am willing to discuss any potential fees or find a suitable replacement tenant to mitigate any inconvenience this may cause.

Please let me know how you would like to proceed. I am available at your earliest convenience to discuss this matter further.

Sincerely,

[Your Name]