

RESIDENTIAL LEASE EARLY TERMINATION LETTER

[YOUR FULL LEGAL NAME SENDER] [YOUR ADDRESS]

VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED

[RECIPIENT S LEGAL NAME] [RECIPIENT S ADDRESS]

**Re: Notice of Early Termination of Residential Lease — **

Dear [RECIPIENT S LEGAL NAME]:

This letter constitutes formal written notice that I, [YOUR FULL LEGAL NAME SENDER], am terminating the residential lease agreement titled "[TITLE DESCRIPTION OF THE CONTRACT]", dated , for the premises located at **** (the "Premises") in accordance with applicable federal and state law. The tenancy, originally scheduled to end on , shall terminate effective **** (the "Termination Date").

I. Grounds for Early Termination

I am exercising an early-termination right available to me under the lease and/or applicable law.

Factual basis:

[EXPLANATION OF THE FACTS SUPPORTING EARLY]

III. Move-Out and Possession

I intend to vacate the Premises on or before ****. The Premises will be left in clean condition, reasonable wear and tear excepted. I request a **joint move-out inspection** at a mutually convenient time within 72 hours before or after vacating.

Keys and property. Premises will be vacated in clean condition, keys returned, and final walk-through scheduled.

IV. Rent and Fees Through Termination Date

Rent paid through the Termination Date is current; no additional rent is owed after the Termination Date.

V. Security Deposit

I hereby demand the return of the security deposit in the amount of **\$0.00** (less any lawful itemized deductions) to the following forwarding address:

VII. Duty to Mitigate

The landlord has an affirmative duty under the law of the State of [STATE] to make reasonable efforts to **re-rent** the Premises and **mitigate damages**. I am willing to cooperate with reasonable showings and to consider a qualified replacement tenant.

IX. Reservation of Rights

Nothing in this letter waives any claim, defense, right, or remedy available to me at law or in equity, including under the lease, state and federal consumer-protection law, and the warranty of habitability, all of which are expressly reserved.

Please acknowledge receipt in writing at the earliest opportunity.

Sincerely,

[YOUR FULL LEGAL NAME SENDER]

_____ PRINTED NAME

_____ SIGNATURE

_____ DATE