

# Lease Termination Notice Form Sample

This **lease termination notice form sample** provides landlords with a clear and legally compliant template to formally notify tenants of lease termination. It ensures all essential details such as termination date and reasons are properly documented. Utilizing this form helps landlords maintain professionalism and avoid disputes.

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## Lease Termination Notice

Date:

Tenant Name(s):

Rental Property Address:

Dear \_\_\_\_\_ Tenant(s) \_\_\_\_\_,

Please take notice that pursuant to the terms of your lease agreement dated , your tenancy at the address listed above will be terminated effective .

Reason for termination (optional):

Move-out Date:

Please ensure that the property is vacated and all keys are returned by the move-out date. Any security deposit will be processed in accordance with state and local laws.

If you have any questions, please contact me at  Phone Number or  Email Address.

Sincerely,  
 Landlord Name  
 Signature