**Sample Early Lease Termination Letter**  
Name of Tenant  
Address of Tenant (this is the house being leased)  
City,  
State,  
Zip Code  
  
DATE  
  
Name of Landlord  
Address of Landlord   
City,  
State,  
Zip Code  
  
Dear Name of Landlord,  
  
This letter is to formally notify you that I am required to break my lease before the stipulated termination date in the contract. My wife and I are divorcing, and each of us will seek a new residence.  
  
In my lease contract, it gives provision for early termination if I notify you 30 days in advance, pay any outstanding rent and pay one month’s rent as a fee for early termination. The date you receive this letter will begin my thirty days notice, and at the end of that time on DATE, I will give both the remaining rent and an additional full month’s rent. My forwarding address is ADDRESS.  
  
I will be available any day after 6:00 pm if you would like to view the house to determine that it is in good condition, so you can refund my deposit. You can contact me at 555-123-4567 or a Name@email.com if you have any questions or requests for me.  
  
Sincerely,   
  
Signature of Tenant  
Printed Name of Tenant