

Rental Contract Termination Letter

Robert Albert

16 St. Sun State Avenue, New Mexico

29th December 2016

Mr. Harry Wordsworth

Malcolm Proprietors

46 St, Blue Diamond Avenue, New Mexico

Dear (Recipients Name),

Hope everything is going well. I wanted to inform you that I want to terminate my rental contract. The reason of terminating is that I am shifting to the other state with my family. My wife is a heart surgeon and she got a job in the government hospital with a good package. She will have free family residence from her company. She has to join in the next week. For this purpose, we have to move urgently. Please visit the house in two to three days to check accordingly as I need the security deposit. You were the kindest landlord ever I met. I have learned a lot from you because of your well-known reputation. With due respect, I need your cooperation. Please let me know if there are any formalities for terminating the contract. Please feel free to contact for any queries.

Waiting for your kind response

Sincerely,

Robert Albert