

Periodic Lease Termination Letter

From,

[Sender's Name]

[Sender's Address]

[Sender's Phone Number]

Date: [.....]

To,

[Recipient's Name]

[Recipient's Address]

[Recipient's Phone Number]

SUBJECT: [.....]

Dear [Name of Recipient],

This letter serves as a notice to terminate the periodic tenancy agreement at
[Insert Address of Rental Property]. I hereby use this medium to inform you that the last day of the tenancy will be
..... [Insert Last Date of Tenancy] and I will be handing over my occupancy on or before the date.

The Residential Tenancies Act 1986 requires me to give you not less than 90 days' notice to terminate the agreement. After I move out, please mail my security deposit to [Insert Address and Contact Information].

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Feel free to contact me if you have any questions regarding the notice to terminate my periodic tenancy agreement. Thank you for your understanding and cooperation.

Sincerely,

[Name of Sender]

[Insert Signature]