**EARLY LEASE TERMINATION LETTER**

February 12, 20XX

Derek P. Johnson  
1041 Green Street  
Margaretta (Township)  
OH 44820

Dear Landlord,

I am sorry to say that I have decided to leave the rented apartment located at the above-given address. I want to end the lease agreement as per the early termination clause. I have planned to move out on February 28, 20XX.

The rent agreement was drafted on October 1, 20XX and was effective till August 31, 20XX. The reason I took this step is because of the deteriorating condition of the apartment. I do appreciate your refurbishment efforts, but the problems have gone way too far.

I will not be using the utilities of your apartment from February 25, 20XX. You can call me for an inspection during these three days. You can also show the apartment to anyone who wishes to rent it. I request you to not to levy any penalty for early termination considering my regularity in paying rent on time. I will be handing over the keys on the day of agreement termination. I will provide you my bank details on the last day to return the security deposit.

Sincerely,

John J. Akin