Tenancy Termination Letter Generator

From,
_____
_____
_____

Date: _____ (date of writing the letter)

To,
_____
_____
_____

Sub: Regarding the termination of your tenancy.

Dear _____(name of the tenant),

This is written to inform you that your constant delay in paying the monthly rent within the allotted time has forced me to take the harshest decision of terminating your apartment lease contract.

Such an irregularity is greatly hampering my business which unfortunately is strictly undesirable. Thus I want you to make necessary arrangements and prepare to vacate the flat within the _____ (desired date of truncation of the contract). Considering the present situation, all I can do for you is referring you to some of my known persons who rent homes. I am extremely sorry for the inconvenience.

Thanking you,

Name and Signature