Tenant’s Full Name

Name of Apartment / Rented Property

123 Anywhere Street

San Marcos, TX 78666 *Via Regular Mail and CMRRR*

 12/12/2018

Re: Termination of Lease Unit \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To Whom It May Concern:

I live in apartment \_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (address).

This letter is to formalize the termination of my lease under the Texas Property Code and your lease. This lease is terminated, ended, and fully and finally canceled. I do not owe you or your affiliates any money for further rent, charges or costs.

 Please return my security deposit and make it out to me via certified check or money order and mail it to the following address:

**Tenant’s Full Name**

**Name of Apartment (if any)**

**Street Address**

**City, State, Zip Code**

Regards,

***Tenant Signature***

Tenant’s Full Name

Attachment: Texas Property Code Sections

CC: Name of the Whomever Needs to Receive This Letter; Quicksilver Street, Suite 456; City, State, Zip Code