

Notice to Landlord Terminating Lease for Repairs

This notice advises the landlord that you intend on terminating your lease because the landlord has failed to use a diligent effort to remedy a condition in the lease premises that affects the health and safety of an ordinary tenant. You must have completed all the prerequisites before you can legally terminate your lease. Be advised that a landlord that does not agree with your interpretation of the facts may attempt to keep your deposit and hold you responsible for future rents. Thus, we do not suggest using this remedy; suing the landlord is better. If you do decide to terminate your lease, be sure to tell the landlord your forwarding address so you are entitled to get your security deposit back (you can use your security deposit as your rent in this limited case, but it is only going to cause you more trouble).

How to fill in the blanks in the form:

- 1 The first blank at the top of the form is the Date. Put in the date you are filling out the form.
- 2 The next blank is Certified Mail Number on the left side of the form. It is best to send the notice by certified mail, return receipt requested. In order to send the letter certified mail, go to the post office. The postal worker will explain how to do this. (It costs about \$2.50 to send a letter certified, but you will get a card back in the mail that proves the landlord got your letter.) When you are at the post office, they will give you a green label that you will attach to your envelope. On the label is a certified mail number. Put that number in your notice letter. (You will also have to put that number on the green card you attach to the back of the envelope.)
- 3 The landlord's name can be the manager of the complex, the name of the complex, the owner, or the management company. Just be sure to send the notice to the same address of the person who collects the rent. Sending the notice to the corporate offices of the landlord might get the landlord's attention, but Texas law requires that you also send a copy to the location of the person that collects the rent. (You have a right to know the name and address of the owner of the property and the management company if there is one. See Ownership for details on obtaining this information.)
- 4 The last blank to be filled in the body of the notice is the effective date of termination. This is the date you plan on being out of the house or apartment. Be sure to leave yourself plenty of time to move out.
- 5 Then sign your name at the bottom. Print your name, complete address and phone number below your signature.
- 6 Make a copy of the form for your records. Landlords often fail to admit they receive anything from tenants. You must make a copy of it to have a chance, and then mail it certified mail to the landlord.

Date: _____

Certified Mail Return Receipt Requested

(Landlord)

(Landlord Address)

(Landlord City, State, Zip)

Re: Termination of Lease

Greetings:

Because you failed to diligently repair problem(s) in my home I am terminating my lease effective _____.

Pursuant to the lease and Tex. Prop. Code § 92.056(f), I am entitled: (1) to a pro rata refund of rent from the date of termination or the date I move out, whichever is later; and (2) to deduct my security deposit from the rent without necessity of lawsuit or obtain a full refund of your security deposit according to law.

Thanks for your prompt attention.

(Your Signature)

(Your Printed Name)

(Your Address)

(Your City, State, Zip)

(Your Phone Number)