TO

**[Receiver Name]**

**[Receiver Title]**

**ADDRESS:** **[Receiver Address]**

**EMAIL:** **[Email Address]**

**PHONE:**  **[Home Phone]**

FROM

**[Sender Name]**

**[Sender Title]**

**Sub:** Real Estate Termination Letter

Dear **[Name],**

This letter is a formal request to terminate the contract between **[Name]**  and myself for selling the house at **[Address Of House]**.

I entered into the contract with you on **[Start Date]** , and it specifically states that you would show the house to potential buyers at least three times per month.  
  
​You have not shown the house even once for the past two months, which, according to the termination clause on the contract, entitles me to terminate it. I would like to try to sell the house myself.  
  
Kindly sign the enclosed termination document and return it to me by **[Start Date]** .

Sincerely

**[Name]**