From,

Venkat,

Flat no:205, Mahitha Residency,

Chanda Nagar,

Hyderabad-3.

Date:10/1/2016

To,

Sairam,

Harika Motor Vehicles Finance Company,

Gandhi Nagar,

Hyderabad-6.

Subject: Termination of Vehicle Lease.

Dear Sairam,

I am Venkat working as a sales Ambassador person in Justdail Company which is located at Begumpet Hyderabad. According to my company rules, I should get a bike while joining. Due to my financial status, I cannot afford a bike hence I took a bike for a lease from your finance company on 15/1/2015 for one year.

Now I am writing this letter to remind you about the period of the agreement and to inform you that I am going to terminate the agreement for the vehicle lease. The reason for this is that now I am in a good position to buy a bike on my own and also, as the lease period is over, I want to return your bike.

Unlike all the finance companies your company has very reasonable rent for the vehicles and the performance of the bike, I took for lease was also satisfactory. You were also co-operative at the time of bill payment. There are no other reasons for the termination of the agreement, as I can buy a new one I think it is better if I return your vehicle. I will return the vehicle on 15th of this month along with all the papers you had given me at the time of the agreement. I thought it would be better if I inform you about this two-three days in advance, so I am writing this letter.

Thanking You,

Yours Sincerely,

Venkat.