

LEASE TERMINATION LETTER

Landlord Name: _____ Tenant Name: _____

Property Address: _____

Lease Start Date: _____ Lease End Date: _____

Tenant Forwarding Address: _____

Tenant Phone/Email: _____

1. Termination Notice

This letter serves as formal notice of termination of the Lease Agreement for the property identified above. The lease shall terminate on the agreed Lease End Date referenced above, or earlier if mutually agreed upon between Landlord and Tenant.

2. Vacating Property

Tenant agrees to vacate the property on or before the Lease End Date. The property must be returned in a clean and habitable condition, reasonable wear and tear excepted, and all personal property removed.

3. Final Inspection and Security Deposit

Landlord will conduct a final inspection of the property within a reasonable time after Tenant vacates. Any deductions from the security deposit for damages beyond normal wear and tear, unpaid rent, or other lawful charges will be itemized and provided to Tenant in writing.

4. Rent and Utilities

Tenant shall remain responsible for payment of rent, utilities, and other charges through the Lease End Date or until possession is surrendered to Landlord, whichever occurs first.

5. Forwarding Address

Tenant agrees to provide a forwarding address for return of the security deposit and any further communications relating to this Lease termination.

6. Release of Liability

Upon Tenant's vacating and compliance with lease terms, both parties release each other from any further obligations under the Lease Agreement except as expressly stated in this letter or the Lease.

7. Possession and Keys

Tenant shall return all keys, garage openers, and any other property belonging to Landlord at the time of vacating.

8. Governing Law

This Lease Termination Letter, and the rights and obligations of the parties hereunder, shall be governed by and construed in accordance with the laws of the State in which the property is located, without regard to its conflict of laws principles.

9. Entire Agreement

This letter contains the entire agreement between Landlord and Tenant concerning the termination of the Lease and supersedes any prior understandings or agreements, oral or written.

10. Signatures

This letter may be executed in counterparts and by electronic signature, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

LANDLORD SIGNATURE

TENANT SIGNATURE

Signature: _____

Signature: _____

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