

## MUTUAL LEASE TERMINATION AGREEMENT

**Date:** [Insert Date]

**Landlord:** [Insert Landlord Name]

**Tenant:** [Insert Tenant Name]

**Premises Address:** [Insert Full Property Address]

This Mutual Lease Termination Agreement ("Agreement") is entered into by the Landlord and Tenant listed above to formally terminate the commercial lease dated [Insert Original Lease Start Date] regarding the premises described above.

**1. Termination Date:** The Landlord and Tenant agree that the Lease shall terminate effective as of [Insert Termination Date], at [Insert Time].

**2. Surrender of Premises:** On or before the Termination Date, Tenant agrees to vacate the premises, remove all personal property, and return the keys to the Landlord. The Tenant agrees to leave the premises in the condition required by the original Lease, barring normal wear and tear.

**3. Termination Payment (Check one):**

☐ Neither party shall owe a termination fee.

☐ The Tenant shall pay a termination fee of \$[Amount] to the Landlord by [Date].

**4. Security Deposit:** The Landlord shall return the security deposit in the amount of \$[Amount] to the Tenant, minus any lawful deductions for damages or unpaid utilities, within [Number] days of the Termination Date.

**5. Mutual Release:** Upon the Termination Date, and provided all terms of this Agreement are met, both parties release each other from all future liabilities, claims, and obligations arising from the Lease.

**6. Entire Agreement:** This document constitutes the entire agreement between the parties regarding the termination of the Lease.

**Landlord Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** [Insert Name]

**Tenant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** [Insert Name]