

MUTUAL AGREEMENT TO TERMINATE LEASE

Date: [Insert Date]

Landlord: [Insert Landlord Name]

Tenant: [Insert Tenant/Business Name]

Premises: [Insert Full Address of Retail Space]

This Mutual Agreement to Terminate Lease ("Agreement") confirms that the Landlord and the Tenant have mutually agreed to terminate the lease agreement dated [Insert Original Lease Start Date] for the retail space mentioned above.

The parties agree to the following terms:

- **Termination Date:** The lease shall officially terminate on [Insert Termination Date].
- **Surrender of Possession:** The Tenant agrees to vacate the premises and return all keys to the Landlord on or before the Termination Date.
- **Condition of Premises:** The Tenant shall leave the premises in "broom clean" condition, removing all personal property and trade fixtures, except for [Insert any items staying].
- **Financial Obligations:** The Tenant agrees to pay all outstanding rent and utilities up to the Termination Date. [Insert details regarding the Security Deposit, e.g., The security deposit shall be returned within 30 days minus any lawful deductions].
- **Mutual Release:** Upon the successful surrender of the premises, both parties release each other from any further claims, liabilities, or obligations arising from the lease.

Both parties signify their agreement by signing below:

LANDLORD:

Signature
[Print Name]
Date: _____

TENANT:

Signature
[Print Name/Title]
Date: _____