

[Current Date]

[Landlord Name]

[Landlord Address]

[City, State, Zip Code]

[Tenant Name]

[Property Address]

[Unit Number, if applicable]

[City, State, Zip Code]

Subject: Mutual Agreement for Short-Term Lease Extension

Dear [Tenant/Landlord Name],

This letter serves as a formal agreement to extend the lease for the property located at [Property Address], which is currently scheduled to expire on [Original Expiration Date].

Both parties mutually agree to extend the term of the lease for a period of [Number] months, beginning on [Start Date of Extension] and terminating on [End Date of Extension].

During this extension period, the following terms shall apply:

- The monthly rent shall be \$[Rent Amount], payable on the [Day] of each month.
- All other terms, conditions, and provisions of the original lease agreement signed on [Original Lease Signing Date] shall remain in full force and effect.
- [Optional: Insert any specific changes, such as notice period for move-out].

By signing below, both the Landlord and the Tenant acknowledge and agree to the terms of this short-term extension.

Landlord Signature: _____

Date: _____

Tenant Signature: _____

Date: _____