

Date: [Date]

To: [Tenant Name(s)]

Property Address: [Full Property Address]

Subject: Acceptance of Conditional Early Lease Termination (Military Relocation)

Dear [Tenant Last Name],

This letter serves as formal acknowledgement and acceptance of your notice to terminate your lease agreement early, dated [Date of Tenant Notice], due to your upcoming military relocation/Permanent Change of Station (PCS) orders.

Pursuant to the Servicemembers Civil Relief Act (SCRA) and your lease agreement, your request is accepted under the following conditions:

- **Termination Date:** Your lease will officially terminate effective [Last Day of Lease, typically 30 days after the next rent payment is due].
- **Rent Obligations:** You are responsible for the full payment of rent through the termination date specified above.
- **Documentation:** Acceptance is contingent upon the copy of the official military orders provided to this office.
- **Property Condition:** The unit must be vacated in a clean and undamaged condition, subject to normal wear and tear, to ensure the processing of your security deposit.
- **Move-Out Inspection:** A final walkthrough is scheduled for [Date] at [Time]. Please ensure all keys and remotes are returned at this time.

Your security deposit of \$[Amount] will be processed and returned to you, minus any lawful deductions for damages or unpaid utilities, within [Number] days as required by state law. Please provide your new forwarding address below:

Forwarding Address: _____

We thank you for your service and wish you the best with your relocation.

Sincerely,

[Landlord/Property Manager Name]

[Company Name, if applicable]

[Phone Number]

[Email Address]