

[Landlord or Property Management Name]
[Address]
[City, State, Zip Code]

[Date]

[Tenant Name]
[Address]
[City, State, Zip Code]

RE: Approval of Expedited Move-Out and Lease Termination

Dear [Tenant Name],

This letter is to formally acknowledge receipt of your notice to vacate dated [Date], along with the supporting documentation provided regarding your status as a victim of domestic violence, sexual assault, stalking, or harassment.

In accordance with [State/Local Law Code, e.g., California Civil Code 1946.7] and your rights under the law, your request for an expedited lease termination has been approved. Your tenancy and financial obligation for the lease at [Rental Address] will officially end on [Move-Out Date].

Next Steps for Move-Out:

- **Keys:** Please return all keys, fobs, and garage openers to the management office by [Time] on [Move-Out Date].
- **Inspection:** A move-out inspection will be conducted. You have the right to be present; however, we understand if you choose not to attend due to safety concerns.
- **Security Deposit:** Your security deposit will be processed and an itemized statement will be sent to your forwarding address within [Number] days, as required by law.

Please provide a forwarding address for the return of your security deposit. If you cannot provide a physical address for safety reasons, you may provide a P.O. Box or the address of a trusted representative.

We wish you safety and the best of luck in your transition.

Sincerely,

[Landlord/Manager Signature]
[Printed Name]
[Phone Number]