

[Property Management Company Name]
[Address]
[City, State, Zip Code]
[Phone Number]
[Date]

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

RE: Acknowledgment of Notice to Terminate Lease Due to Domestic Violence

Dear [Tenant Name],

We are writing to formally acknowledge receipt of your notice to vacate the premises located at [Unit Address] on [Date Notice Received].

We have reviewed the documentation provided regarding your status as a victim of domestic violence, sexual assault, stalking, or harassment. This letter confirms that your request to terminate your lease early has been approved in accordance with [State Statute/Law Name, if applicable] and the terms of your lease agreement.

Termination Details:

- **Move-Out Date:** Your lease will officially terminate on [Effective Date of Termination].
- **Rent Obligations:** You are responsible for rent payments through [Effective Date of Termination]. No early termination fees or future rent penalties will be applied regarding this specific notice.
- **Security Deposit:** Your security deposit will be processed and returned in accordance with state law, minus any lawful deductions for damages beyond normal wear and tear.

Next Steps:

1. Please return all keys, fobs, and parking passes to the management office by [Time] on [Move-Out Date].
2. Provide us with a forwarding address for the delivery of your security deposit accounting and/or refund.
3. Ensure all personal belongings are removed and the unit is cleaned.

Your privacy and safety are important to us. Information regarding your notice will be kept confidential and will not be shared with other occupants or outside parties, except as required by law.

If you have any questions during this transition, please contact our office directly.

Sincerely,

[Signature]

[Name of Property Manager/Agent]

[Property Management Company Name]