

Mutual Early Termination of Commercial Lease Agreement

Date: [Insert Date]

Landlord: [Insert Landlord Name/Company]

Tenant: [Insert Tenant Name/Company]

Premises Address: [Insert Full Property Address]

Original Lease Date: [Insert Date Lease was Signed]

This Mutual Early Termination Agreement ("Agreement") confirms that the Landlord and Tenant have voluntarily agreed to terminate the Lease for the premises described above effective as of **[Insert Termination Date]** ("Termination Date").

The parties agree to the following terms:

- **Surrender of Possession:** Tenant agrees to vacate the premises and return all keys/access devices on or before the Termination Date. The premises must be delivered in the condition required by the original Lease.
- **Termination Payment:** [Select one: Tenant shall pay Landlord a termination fee of \$[Amount] / No termination fee is required].
- **Security Deposit:** The security deposit of \$[Amount] shall be [Select one: Returned in full / Retained by Landlord / Returned minus agreed deductions] within [Number] days of the Termination Date.
- **Release of Liability:** Effective from the Termination Date, both parties release each other from all future obligations, claims, and liabilities arising from the Lease, except for those intended to survive termination (e.g., environmental indemnities or outstanding utility bills incurred prior to move-out).

By signing below, both parties acknowledge they have read, understood, and agreed to these terms.

Landlord Signature: _____

Print Name: [Name]

Date: [Date]

Tenant Signature: _____

Print Name: [Name]

Date: [Date]