

Date: [Date]

Property Address: [Full Address of Property]

To: [Tenant Name(s)]

From: [Landlord/Seller Name]

Subject: Mutual Agreement to Terminate Lease Early due to Property Sale

Dear [Tenant Name],

This letter serves as a formal mutual agreement between the Landlord and the Tenant to terminate the existing lease agreement for the property located at [Property Address] earlier than the original expiration date.

Due to the sale of the property, both parties have agreed that the Tenant will vacate the premises no later than 11:59 PM on **[Move-Out Date]**.

Terms of Agreement:

- The Tenant agrees to deliver the property in a clean and move-in condition, normal wear and tear excepted.
- The Landlord agrees to [mention any incentive, e.g., refund full security deposit within X days / provide a relocation payment of \$XXXX / waive rent for the final month].
- All keys, remotes, and access codes will be returned to the Landlord on the move-out date.
- The Landlord will conduct a final walkthrough on [Date/Time].

By signing below, both parties release each other from further obligations under the lease agreement effective upon the move-out date and fulfillment of the terms above.

Landlord Signature: _____ **Date:** _____

Tenant Signature: _____ **Date:** _____

Tenant Signature: _____ **Date:** _____