

NOTICE OF LEASE ASSIGNMENT AND ASSUMPTION

Date: [Date]

To: [Landlord Name]
[Landlord Address]
[City, State, Zip Code]

Re: Notice of Assignment of Lease for Property located at: [Property Address]

Dear [Landlord Name],

Please be advised that as of [Effective Date], [Original Tenant Name] ("Assignor") has assigned all of its rights, title, and interest in the lease agreement dated [Lease Date] for the premises located at [Property Address] to [New Tenant Name] ("Assignee").

By signing below, the Assignee agrees to assume all obligations, responsibilities, and liabilities of the Tenant under the Lease as of the Effective Date. The Assignor remains liable for all obligations occurring prior to this date.

Future rent payments and correspondence should be addressed to the Assignee at the following contact information:

[New Tenant Name]
[New Tenant Phone Number]
[New Tenant Email Address]
[New Tenant Billing Address]

Please update your records accordingly. Should you have any questions regarding this transfer, please contact us.

Sincerely,

[Original Tenant Name - Assignor Signature]

[New Tenant Name - Assignee Signature]

Acknowledgment of Landlord:

[Landlord Name/Representative Signature]

Date: _____