

Roommate Agreement - Termination Conditions

Date: [Insert Date]

To: [Roommate's Name]

From: [Your Name]

Subject: Roommate Agreement - Termination Conditions

Dear [Roommate's Name],

This letter serves to outline the terms and conditions related to the termination of our roommate agreement, as discussed on [Insert Date of Discussion]. In accordance with our agreement dated [Insert Original Agreement Date], we have mutually agreed on the following conditions for termination:

1. Notice Period

Either party must provide a written notice of at least [Insert Number of Days] days prior to the intended move-out date.

2. Financial Responsibilities

Both parties agree to settle any outstanding financial obligations, including rent, utilities, and any shared expenses prior to the termination date.

3. Condition of the Premises

The departing roommate agrees to return the premises in a clean and undamaged condition, allowing for normal wear and tear.

4. Security Deposit

The return of the security deposit will be addressed within [Insert Number of Days] days after the move-out date, pending the condition of the premises.

5. Final Inspection

A final inspection of the premises will be scheduled on [Insert Date] to assess the condition of the apartment.

By signing below, both parties agree to the above termination conditions:

[Your Name]

[Roommate's Name]

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Contact Information]