Mutual Termination of Commercial Lease

Date: [Insert Date]

[Landlord's Name]
[Landlord's Address]
[City, State, Zip Code]

[Tenant's Name]
[Tenant's Address]
[City, State, Zip Code]

Dear [Landlord's Name]/[Tenant's Name],

We are writing to mutually terminate the commercial lease agreement dated [Insert Lease Date] for the premises located at [Insert Premises Address].

Both parties agree that the lease shall terminate effective [Insert Termination Date]. All obligations, rights, and responsibilities under the lease shall end as of this date.

Please acknowledge your agreement to this termination by signing below.

Sincerely,

[Landlord's Signature]
[Landlord's Printed Name]
[Title/Position]
[Date]

[Tenant's Signature]
[Tenant's Printed Name]
[Title/Position]
[Date]