

# Mutual Termination Agreement

Date: [Insert Date]

From:

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

To:

[Property Manager's Name]  
[Property Management Company Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Property Manager's Name],

We are writing to formally agree upon the mutual termination of the Property Management Agreement dated [Insert Agreement Date] for the property located at [Property Address]. Both parties have agreed that the termination will be effective as of [Insert Termination Date].

Upon termination, all responsibilities and obligations of both parties under the agreement shall cease. We agree that all final accounting and settlement of accounts will be completed no later than [Insert Final Settlement Date].

We appreciate the services provided during our partnership and wish each other the best in future endeavors.

Please confirm your acceptance of this mutual termination agreement by signing and returning a copy of this letter.

Sincerely,

[Your Signature]  
[Your Printed Name]  
[Your Title/Position if applicable]

Accepted by:

[Property Manager's Signature]

[Property Manager's Printed Name]

[Title/Position]