

Agreement Proposal for Early Lease Termination

Date: [Insert Date]

[Landlord's Name]

[Landlord's Address]

[City, State, ZIP Code]

Dear [Landlord's Name],

I hope this letter finds you well. I am writing to formally propose an agreement for the early termination of my lease for the property located at [Property Address]. My current lease is set to terminate on [Original Lease End Date], and I am seeking to move out earlier on [Proposed Move-Out Date].

As a tenant, I understand the importance of adhering to lease agreements. However, due to [briefly explain reason for early termination, e.g., job transfer, family reasons, financial constraints], I find myself in a situation where an early termination is necessary.

I would like to propose the following conditions for the early termination:

- Effective date of early termination: [Proposed Move-Out Date]
- Final rent payment: [insert amount and date]
- Security deposit: [mention disposition of security deposit]

I am willing to assist in finding a new tenant or any other reasonable requests to ensure a smooth transition.

I appreciate your understanding and consideration of my proposal. I hope to discuss this matter further and reach a mutually beneficial agreement.

Thank you for your time.

Sincerely,

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Phone Number]

[Your Email Address]