

# Mutual Lease Cancellation Agreement

Date: [Insert Date]

From: [Landlord's Name]  
[Landlord's Address]  
[City, State, Zip Code]  
Email: [Landlord's Email]  
Phone: [Landlord's Phone Number]

To: [Tenant's Name]  
[Tenant's Address]  
[City, State, Zip Code]  
Email: [Tenant's Email]  
Phone: [Tenant's Phone Number]

## **Subject: Mutual Lease Cancellation Agreement**

Dear [Tenant's Name],

This letter serves as a mutual agreement between [Landlord's Name] and [Tenant's Name] to cancel the lease agreement dated [Original Lease Date] for the property located at [Property Address].

Both parties agree that the lease will be terminated effective [Cancellation Date]. In addition, any security deposit, if applicable, will be returned to the tenant within [Number of Days] days following the cancellation date.

By signing below, both parties acknowledge and agree to the terms stated above.

Sincerely,

[Landlord's Name]  
[Landlord's Signature]  
Date: [Insert Date]

[Tenant's Name]  
[Tenant's Signature]  
Date: [Insert Date]

Witness: [Witness Name]  
[Witness Signature]  
Date: [Insert Date]