

Conditional Lease Buyout Offer

Date: [Current Date]

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

Dear [Tenant's Name],

We hope this letter finds you well. We are writing to formally offer you a conditional lease buyout for the property located at [Property Address]. As you know, your current lease is set to expire on [Lease Expiration Date], and we would like to propose an alternative arrangement that may benefit both parties.

Under the terms of this offer, we propose the following conditions for a buyout of your lease:

- The buyout amount will be \$[Amount].
- You will be required to vacate the premises by [Vacate Date].
- All conditions regarding property maintenance and cleanliness must be met prior to vacating.

Please review this offer and let us know by [Response Deadline] if you are interested in proceeding. If you have any questions or would like to discuss the details further, please do not hesitate to contact us at [Your Phone Number] or [Your Email Address].

We appreciate your attention to this matter and look forward to your response.

Sincerely,

[Your Name]
[Your Title]
[Your Company/Organization]
[Your Contact Information]