Lease Termination Notice Form

Issued by:

[ ] **Landlord**

[ ] **Tenant**

Full Name: _____

Address: _____

City: _____ **State:** _____

Zip Code: _____

Property Address:

_____

Termination Date:

Proposed termination date of the lease: _____

Reason for Termination:

[ ] **Lease term expiration**

[ ] **Non-compliance with lease terms**

[ ] **Mutual agreement**

[ ] **Other (please specify):** _____

Responsibilities Before Termination:

1. **Outstanding Rent (if any): $_____**

2. **Final Inspection Scheduled on: _____**

3. **Security Deposit Adjustment: [ ] Full Refund [ ] Partial Deduction ($_____)**

Signature of Issuing Party:

Name: _____

Signature: _____

Date: _____