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**LEASE TERMINATION NOTICE  
FOR LEASE AGREEMENTS UNDER ONE YEAR**

Date: \_\_\_\_\_  
Tenant(s): \_\_\_\_\_  
Property Address: \_\_\_\_\_  
Date Vacating Property: \_\_\_\_\_

This is to notify Wolf & Kline Property Management, Inc., as of today's date, that the tenant(s) are vacating the aforementioned property currently being rented through Wolf & Kline Property Management, Inc. I/We understand that the residential lease agreement is being broken by not completing the full one-year contract and/or by not giving a full 60-day notice. I also understand and agree that Wolf & Kline Property Management, Inc. and/or necessary maintenance personnel will be entering my unit upon my vacating to do necessary repairs and/or cleaning in preparation for the next tenant. As such, I/we accept that the security deposit held in escrow will be forfeited, in full, to Wolf & Kline. Moreover, I/we understand the security deposit will not be used for the remainder of rent due as addressed in the residential lease agreement. I/we are also aware that I/we will be held financially responsible for rent and utilities for the property until the end of the lease as stated on the residential lease agreement or until the unit is re-rented, whichever may come first. I/We accept that Wolf & Kline cannot guarantee that the unit will be re-rented before the original end of term date of the lease as initially agreed upon. All terms and conditions of the lease will be strictly enforced until the last date of financial responsibility.

Tenant Name: \_\_\_\_\_ Tenant Signature: \_\_\_\_\_  
Date: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Tenant Name: \_\_\_\_\_ Tenant Signature: \_\_\_\_\_  
Date: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Tenant Forwarding Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tenant Forwarding Phone Number: \_\_\_\_\_