

# Mutual Release Agreement

(Key Elements Format)

## 1. PARTIES

**Party A:** [Full Legal Name], [Address]

**Party B:** [Full Legal Name], [Address]

## 2. RECITALS

WHEREAS, Party A and Party B have been involved in certain disputes, claims, or causes of action arising out of or related to [short description of context, e.g., a contract, business relationship, transaction, etc.];

WHEREAS, the Parties now wish to fully and finally settle all disputes between them, on the terms set forth below.

## 3. MUTUAL RELEASE

Each Party hereby releases, acquits, and forever discharges the other Party, including their respective agents, representatives, successors, and assigns, from any and all claims, demands, actions, and causes of action of any kind, whether known or unknown, which either Party ever had, now has, or may have arising out of or relating to the matters described above.

## 4. NO ADMISSION OF LIABILITY

This Agreement is not to be construed as an admission of liability by any Party, which liability is expressly denied.

## 5. ENTIRE AGREEMENT

This Agreement constitutes the full and complete understanding of the Parties and supersedes all prior negotiations and agreements relating to the subject matter herein.

## 6. GOVERNING LAW

This Agreement shall be governed and construed under the laws of the State of [Jurisdiction].

## 7. EXECUTION

Party A:

Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

Party B:

Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

**Important Notes:**

- Consult a legal professional before signing a Mutual Release Agreement.
- Ensure both parties fully understand the consequences of releasing all claims.
- This document may not cover future disputes unrelated to the described matter.
- Keep a signed copy for your records.
- This is a general sample and may need to be customized for your needs.