

[Landlord Name]
[Landlord Address]
[City, State, Zip Code]

[Date]

[Tenant Name]
[Business Name]
[Tenant Address]
[City, State, Zip Code]

RE: Notice of Conversion to Month-to-Month Lease

Dear [Tenant Name],

This letter serves as formal notice regarding your commercial lease agreement for the property located at [Property Address], which is currently scheduled to expire on [Current Lease End Date].

As of [Date], your tenancy will convert to a month-to-month arrangement. All other terms, conditions, and provisions of the original lease agreement dated [Original Lease Start Date] shall remain in full force and effect, except for the duration of the term.

The monthly rent during this month-to-month period will be \$[Rent Amount], due on the [Day] of each month. Please be advised that either party may terminate this agreement by providing [Number] days' written notice to the other party.

Please sign and return a copy of this letter to acknowledge your receipt and agreement to these terms.

Sincerely,

[Landlord Signature]

[Landlord Printed Name]

Acknowledgment:

I, [Tenant Name], hereby acknowledge and agree to the conversion of my lease to a month-to-month status as outlined above.

Signature: _____ Date: _____