

[Your Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email]

[Date]

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

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

Dear [Tenant's Name],

This letter serves as formal notification that your current fixed-term lease agreement for the property located at [Property Address] is set to expire on [Lease End Date].

As of [Start Date of Month-to-Month], your tenancy will automatically convert to a month-to-month agreement. All other terms, conditions, and rules established in your original lease signed on [Original Lease Signing Date] will remain in full force and effect.

Under this month-to-month arrangement, the monthly rent will be \$[Rent Amount], due on the [Day of Month] of each month. Either party may terminate this tenancy by providing a written notice of at least [Number of Days, e.g., 30] days prior to the next rent due date.

Please sign and return the enclosed copy of this letter to acknowledge your receipt and understanding of this conversion. If you have any questions regarding this change, please contact me directly.

Sincerely,

[Your Signature]

[Your Printed Name]

Tenant Acknowledgment:

I, [Tenant's Name], acknowledge that my lease is converting to a month-to-month status as described above.

Signature: _____ Date: _____