

[Date]

[Tenant Name]

[Property Address]

[Unit Number]

Dear [Tenant Name],

We hope you are enjoying your stay at [Property Name]. Your current lease is scheduled to expire on [Lease End Date].

Because you have been a valued resident, we would like to offer you the opportunity to renew your lease early. If you sign a new [Number of Months]-month lease agreement by [Incentive Deadline Date], you will receive the following incentive:

- [Incentive Description - e.g., \$200 Rent Credit / Free Professional Carpet Cleaning / No Rent Increase]

New Lease Terms:

- New Lease Start Date: [Date]
- New Lease End Date: [Date]
- Monthly Rent Amount: \$[Amount]

To accept this offer, please contact the leasing office at [Phone Number] or reply to this email by [Deadline Date]. If we do not hear from you by this date, the incentive offer will expire, and standard renewal rates may apply.

Thank you for choosing to make your home with us.

Sincerely,

[Property Manager Name]

[Property Management Company]