

[Date]

[Tenant Name]

[Property Address]

[Unit Number]

Dear [Tenant Name],

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

Because you are a valued tenant, we would like to offer you the opportunity to renew your lease early. By signing a new lease agreement now, you can secure your housing and take advantage of the following terms:

- **New Lease Term:** [Number of Months] months
- **Start Date:** [New Lease Start Date]
- **Monthly Rent:** \$[Amount]
- **Early Signing Incentive:** [Optional: e.g., No rent increase / One-time credit of \$XXX / Gift Card]

To accept this early renewal offer, please notify us or sign the attached renewal agreement by [Offer Expiration Date]. After this date, the terms of this offer may change.

If you have any questions or would like to discuss different lease term options, please contact the management office at [Phone Number] or [Email Address].

We look forward to having you as a resident for another year.

Sincerely,

[Your Name/Property Management Name]

[Company Name]