

[Landlord Name/Property Management Company]
[Address Line 1]
[Address Line 2]
[Phone Number]
[Email]

[Date]

[Tenant Name]
[Business Name]
[Property Address/Suite Number]
[City, State, Zip Code]

RE: Notice of Lease Renewal and Rent Adjustment

Dear [Tenant Name],

Your current lease agreement for the property located at [Property Address] is scheduled to expire on [Current Lease Expiration Date].

We are pleased to offer you a renewal of your lease for an additional term of [Duration, e.g., 2 years], beginning on [Start Date] and ending on [End Date].

Please be advised that effective [Date of Increase], the monthly rent for the premises will increase to \$[New Rent Amount]. This adjustment reflects current market rates and [mention reason if applicable, e.g., increased operating costs]. All other terms and conditions of your original lease agreement shall remain in full force and effect.

To accept this renewal, please sign and return the attached renewal amendment by [Deadline Date]. If you do not intend to renew your lease, please provide written notice of your intent to vacate by [Notice Deadline Date] as per your current agreement.

We value your tenancy and look forward to continuing our professional relationship. If you have any questions regarding this notice, please contact [Name] at [Phone Number].

Sincerely,

[Signature]

[Printed Name]
[Title]