

DATE: [Current Date]

TENANT NAME(S): [Tenant Names]

PROPERTY ADDRESS: [Property Address]

SUBJECT: FINAL NOTICE - LEASE RENEWAL EXPIRATION

Dear [Tenant Names],

This is a formal "Last Chance" notice regarding your lease agreement for the property listed above, which is scheduled to expire on [Lease End Date].

We have previously sent multiple notifications regarding your renewal options; however, we have not yet received your signed renewal agreement. Please be advised that this is the final opportunity to renew your lease under the following terms:

- **New Lease Term:** [Start Date] to [End Date]
- **New Monthly Rent:** \$[Amount]
- **Security Deposit Top-off:** \$[Amount, if applicable]

To secure this renewal, you must sign the attached agreement and return it to our office no later than **[Deadline Time/Date]**.

If we do not receive your signed renewal by the deadline stated above, we will proceed with the following actions:

1. Your tenancy will be converted to a Month-to-Month agreement (if permitted by the original lease) at a rate of \$[Amount] per month.
2. OR, you will be required to vacate the premises by [Move-out Date].
3. The property will be listed on the market for new applicants immediately.

Please contact us at [Phone Number] or [Email Address] immediately if you have any questions or wish to confirm your intent to stay.

Sincerely,

[Landlord/Property Manager Name]

[Company Name]

[Contact Information]