

[Date]

[Tenant Name]

[Property Address]

[City, State, Zip Code]

Dear [Tenant Name],

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

We would like to offer you a renewal of your lease for a new fixed term of [Number of Months] months, starting on [New Lease Start Date] and ending on [New Lease End Date].

Please be advised that the monthly rent will be increased to \$[New Rent Amount] per month, effective [New Lease Start Date]. All other terms and conditions of your original lease agreement will remain in effect.

If you wish to renew your lease, please sign and return the attached renewal agreement by [Deadline Date]. If we do not hear from you by this date, we will assume you do not intend to renew, and you will be expected to vacate the premises by [Current Lease End Date].

Thank you for being a valued tenant. If you have any questions, please contact us at [Phone Number] or [Email Address].

Sincerely,

[Landlord/Property Manager Name]

[Company Name]