

[Date]

[Tenant Name]

[Tenant Address]

[City, State, Zip Code]

Subject: Transition from Month-to-Month to Fixed-Term Lease

Dear [Tenant Name],

Your current month-to-month rental agreement for the property located at [Property Address] is scheduled for review. We would like to offer you the opportunity to transition to a fixed-term lease to secure your housing and rental rate.

The terms for the new fixed-term lease are as follows:

- **Lease Term:** [Number of Months, e.g., 12 months]
- **Start Date:** [Start Date]
- **End Date:** [End Date]
- **Monthly Rent:** \$[Amount]

All other terms and conditions of your original rental agreement will remain in effect. Transitioning to a fixed-term lease provides you with protection against rent increases and ensures the availability of the unit for the duration of the term.

If you wish to accept this offer, please sign and return the enclosed lease agreement by [Deadline Date]. If we do not receive the signed agreement by this date, your tenancy will continue on a month-to-month basis at the new rate of \$[Month-to-Month Rent Amount], or we may issue a notice to terminate the periodic tenancy as per local laws.

Please contact us at [Phone Number] or [Email Address] if you have any questions.

Sincerely,

[Landlord/Manager Name]

[Company Name, if applicable]