

Date: [Date]

Tenant Name: [Tenant Name]

Property Address: [Property Address]

Dear [Tenant Name],

Your current lease agreement 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 term of [New Term Length, e.g., 12 months], beginning on [Start Date] and ending on [End Date]. This offer is conditional upon a change in the monthly rent amount.

New Lease Terms:

- Current Rent: \$[Current Amount]
- New Rent: \$[New Amount]
- Effective Date: [Date New Rent Starts]

If you wish to accept this renewal offer under the new terms, please sign and return the enclosed lease agreement by [Deadline Date].

If we do not receive your written acceptance by the deadline, we will assume you do not wish to renew your lease. In that case, you will be expected to vacate the premises by [Current Lease End Date] at [Time].

Please contact [Name/Office] at [Phone Number/Email] if you have any questions regarding this notice.

Sincerely,

[Landlord/Manager Name]

[Company Name, if applicable]