

[Sender Name]
[Sender Address]
[City, State, Zip Code]
[Date]

[Tenant Name]
[Tenant Address]
[Unit Number]

Dear [Tenant Name],

Your current lease for the property located at [Property Address] is scheduled to expire on [Lease End Date]. We have truly enjoyed having you as a resident and would like to invite you to renew your lease for another [Term Length, e.g., 12 months].

As a token of our appreciation for your continued residency, we are offering a **Kitchen Upgrade Incentive** if you sign your renewal by [Deadline Date].

Upon execution of the new lease, you may choose one of the following upgrades for your unit:

- New stainless steel appliance package
- New granite or quartz countertops
- Modern backsplash installation
- Updated cabinet hardware and professional deep-clean

The new monthly rent for the upcoming term will be \$[New Rent Amount], effective [Start Date]. All other terms and conditions of your original lease agreement will remain in effect.

To accept this offer and schedule your kitchen upgrade, please sign the attached renewal agreement and return it to our office by [Deadline Date].

If you have any questions or would like to discuss the upgrade options in more detail, please contact us at [Phone Number] or [Email Address].

Sincerely,

[Your Signature]
[Your Printed Name]
[Property Management Company Name]