

Date: [Insert Date]

To: [Tenant Name(s)]

Property Address: [Insert Full Property Address]

Subject: Confirmation of Mutual Agreement to Renew Lease

Dear [Tenant Name(s)],

This letter serves as formal confirmation that both the Landlord and the Tenant have mutually agreed to renew the lease agreement for the property located at the address mentioned above.

The terms of the renewal are as follows:

- **Renewal Term:** [Number] months/years
- **New Lease Start Date:** [Insert Date]
- **New Lease End Date:** [Insert Date]
- **New Monthly Rent Amount:** \$[Insert Amount]
- **Security Deposit:** [State if it remains the same or if an additional amount is required]

All other terms and conditions of the original lease agreement dated [Original Lease Start Date] shall remain in full force and effect unless otherwise modified in writing and signed by both parties.

Please sign and return the attached renewal rider or new lease agreement by [Insert Deadline Date] to finalize this process.

We appreciate your continued tenancy.

Sincerely,

[Landlord/Property Manager Name]

[Company Name, if applicable]

[Phone Number]

[Email Address]

Acknowledgment

I/We, the Tenant(s), hereby agree to the lease renewal terms stated above.

[Tenant Signature]

[Date]