

[Your Name]  
[Your Current Address]  
[City, State, Zip Code]  
[Your Phone Number]  
[Your Email Address]

[Date]

[Landlord or Property Manager Name]  
[Landlord Address]  
[City, State, Zip Code]

**RE: Notice of Intent to Renew Lease for [Property Address/Unit Number]**

Dear [Landlord Name],

I am writing to formally express my interest in renewing my lease for the property located at [Property Address]. My current lease agreement is scheduled to expire on [Current Lease End Date].

I have enjoyed living here and would like to request a renewal for a term of [Length of Extension, e.g., one year].

Please let me know if you approve this request and provide the updated lease agreement for my review. If there are any proposed changes to the monthly rent or terms, I would appreciate discussing them at your earliest convenience.

I look forward to hearing from you soon.

Sincerely,

[Your Signature]  
[Your Printed Name]