

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

[Date]

[Tenant Name]
[Address]
[City, State, Zip Code]

Dear [Tenant Name],

As the expiration of your current lease approaches on [Current Lease End Date], I would like to take this opportunity to thank you for being such an excellent tenant over the past [Number] years. Your consistent care for the property and timely payments are greatly appreciated.

Because I value our continued relationship, I am pleased to offer you a renewal of your lease for another [Term Length, e.g., 12 months].

Renewal Terms:

- **New Lease Period:** [Start Date] to [End Date]
- **Monthly Rent:** \$[Amount]
- **Security Deposit:** [Carried over from previous lease / Adjusted amount]

All other terms and conditions of your original lease agreement will remain in effect.

If you wish to accept this renewal, please sign and return the attached lease agreement by [Deadline Date]. If you have any questions or wish to discuss the terms further, please feel free to contact me.

Thank you again for choosing to make this your home. I look forward to having you as a tenant for another year.

Sincerely,

[Landlord Signature]

[Landlord Printed Name]