

[Date]

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

Dear [Tenant Name],

As your current lease is set to expire on [Current Lease End Date], we would like to invite you to renew your residency at [Property Name].

We truly value having you as a tenant and appreciate your continued residency. To show our appreciation for your loyalty, we are pleased to offer you the following incentive(s) if you sign a new [12-month] lease extension by [Deadline Date]:

- [Incentive 1: e.g., One-time \$200 rent credit]
- [Incentive 2: e.g., Professional carpet cleaning]
- [Incentive 3: e.g., Complimentary parking for one month]

Renewal Terms:

- **New Lease Term:** [Start Date] to [End Date]
- **Monthly Rent:** \$[Amount]

To accept this offer, please sign and return the attached renewal agreement or visit the management office by [Deadline Date].

If you have any questions regarding your renewal or if there is anything we can do to improve your living experience, please contact us at [Phone Number] or [Email Address].

Thank you for being a valued member of our community.

Sincerely,

[Your Name/Property Manager Name]
[Property Management Company]