

[Date]

[Tenant Name]

[Tenant Address]

[City, State, Zip Code]

RE: FINAL NOTICE - Lease Renewal and Updated Insurance Requirements

Dear [Tenant Name],

This is the final notice regarding the expiration of your current lease agreement for the property located at [Property Address], which is set to expire on [Lease End Date].

To continue your residency, please review the attached renewal agreement. Please be advised that we have updated our insurance policy requirements. Under the new terms, all tenants are required to maintain a renter's insurance policy with the following minimum coverage:

- **Minimum Liability Coverage:** \$[Amount]
- **Interested Party:** [Landlord/Property Management Name] must be listed as an "Additional Interest" or "Interested Party."

Action Required:

To avoid a lapse in your lease and potential holdover fees, you must complete the following by [Deadline Date]:

1. Sign and return the enclosed Lease Renewal Agreement.
2. Provide a copy of your updated Insurance Declaration Page showing the new requirements.

If we do not receive these documents by the deadline, we will assume you intend to vacate the premises. In that case, you must surrender the property by [Lease End Date].

If you have already submitted these documents, please disregard this notice.

Sincerely,

[Your Name/Property Manager Name]

[Management Company Name]

[Phone Number]

[Email Address]