

[Landlord Name]
[Address]
[City, State, Zip Code]
[Date]

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

Re: Notice of Lease Renewal and New Subletting Policy

Dear [Tenant Name],

Your current lease for the property located at [Property Address] is scheduled to expire on [Current Lease End Date]. We are pleased to offer you a short-term renewal of your lease agreement.

The terms of the renewal are as follows:

- **Renewal Period:** [Number] months
- **New Expiration Date:** [New Lease End Date]
- **Monthly Rent:** \$[Amount]

New Subletting Policy:

Please be advised that this renewal includes an updated policy regarding subletting. Effective [Start Date], [Insert Policy Detail, e.g., subletting is strictly prohibited / subletting requires prior written consent from the landlord / short-term rentals via platforms like Airbnb are not permitted]. Failure to comply with this policy will be considered a breach of the lease agreement.

All other terms and conditions of your original lease agreement dated [Original Lease Date] shall remain in full force and effect.

To accept this renewal, please sign and return this letter by [Deadline Date]. If you do not wish to renew, please provide written notice of your intent to vacate by [Notice Date].

Sincerely,

[Landlord Signature]

[Landlord Printed Name]

Tenant Acceptance:

I, [Tenant Name], accept the lease renewal and the new subletting policy as outlined above.

Signature: _____ Date: _____