

**Date:** [Current Date]

**Tenant Name(s):** [Tenant Names]

**Property Address:** [Property Address/Unit Number]

Dear [Tenant Name],

Your current lease agreement for the property listed above is scheduled to expire on [Current Lease End Date]. We value your residency and would like to offer you the opportunity to renew your lease for another term.

**Lease Renewal Terms:**

- **New Lease Term:** [Start Date] to [End Date]
- **New Monthly Rent:** \$[Amount]
- **Security Deposit:** [Status of deposit, e.g., Remains on file]

**Updated Community Rules:**

To ensure a pleasant living environment for all residents, we have updated the Community Rules and Regulations. These updates are effective as of [Effective Date]. Please review the following changes:

- [Rule Change 1: e.g., Updated parking policies]
- [Rule Change 2: e.g., Revised quiet hours]
- [Rule Change 3: e.g., New trash disposal procedures]

A full copy of the updated rules is attached to this notice. By signing the renewal agreement, you acknowledge that you have read and agree to abide by these updated regulations.

**Next Steps:**

If you wish to renew your lease, please sign and return the enclosed renewal agreement by [Deadline Date]. If we do not hear from you by this date, we will assume you intend to vacate the premises upon the expiration of your current lease.

Thank you for being part of our community.

Sincerely,

[Landlord/Property Manager Name]

[Management Company Name]

[Contact Phone Number]

[Contact Email]