

Date: [Current Date]

To: [Tenant Name(s)]

Property Address: [Full Property Address]

Dear [Tenant Name],

Regarding your current lease agreement for the property mentioned above, which is scheduled to expire on [Original Lease End Date].

This letter serves as a formal offer to extend your lease for a short-term period of three (3) months. The terms of this extension are as follows:

- **Extension Start Date:** [Date following original expiration]
- **Extension End Date:** [Date three months later]
- **New Monthly Rent:** \$[Amount]

All other terms, conditions, and rules established in your original lease agreement dated [Original Lease Start Date] shall remain in full force and effect during this three-month extension period.

If you agree to these terms, please sign below and return this document to the landlord by [Due Date].

Sincerely,

[Landlord or Property Manager Name]

[Phone Number]

[Email Address]

Tenant Acceptance:

I/We, the undersigned, agree to the three-month lease extension under the terms stated above.

Signature: _____ Date: _____

Signature: _____ Date: _____