

[Date]

[Tenant Name]

[Unit Number/Address]

[City, State, Zip Code]

**Subject: Lease Renewal Offer and Financial Concessions**

Dear [Tenant Name],

We value your residency at [Property Name]. Your current lease is set to expire on [Current Lease End Date]. We would like to invite you to renew your lease for another [Term Length, e.g., 12 months] with the following updated financial terms and concessions:

- **New Monthly Rent:** \$[Amount]
- **Lease Term:** [Start Date] to [End Date]
- **One-Time Rent Concession:** \$[Amount] (To be applied to [Month, Year])
- **Other Incentives:** [e.g., Free Parking / Carpet Cleaning / No Increase for 6 Months]

By accepting this renewal offer, your total net effective rent for the year will be approximately \$[Calculated Amount] per month.

To accept these terms and secure this concession, please sign the attached renewal agreement and return it to the management office by [Deadline Date].

If you have any questions regarding these terms, please contact us at [Phone Number] or [Email Address].

Sincerely,

[Landlord/Property Manager Name]

[Property Management Company]