

[Landlord Name]
[Landlord Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Date]

[Tenant Name]
[Business Name]
[Property Address/Suite Number]
[City, State, Zip Code]

RE: NOTICE OF RENT INCREASE AND LEASE RENEWAL

Dear [Tenant Name],

This letter serves as formal notice regarding the upcoming expiration of your current lease agreement for the premises located at [Property Address], which is set to expire on [Current Lease End Date].

We value your tenancy and would like to offer a renewal of your lease. Please be advised that starting [New Lease Start Date], the monthly rent for the premises will increase to \$[New Rent Amount].

The terms of the renewal are as follows:

- **Current Rent:** \$[Old Rent Amount]
- **New Rent:** \$[New Rent Amount]
- **Effective Date:** [Date Increase Starts]
- **New Lease Term:** [Number of Months/Years]

All other terms and conditions of your original lease agreement shall remain in full force and effect. If you wish to accept this renewal and the new rental rate, please sign the attached lease amendment and return it to our office by [Deadline Date].

If you do not intend to renew the lease under these terms, please provide written notice of your intent to vacate by [Notice Deadline Date] as per the requirements of your current agreement.

Thank you for your continued business. If you have any questions, please contact [Name] at [Phone Number].

Sincerely,

[Landlord Signature]

[Landlord Printed Name]