

# Tenancy Renewal Terms Notification

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

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## [Tenant's Name]

[Tenant's Address]

[City, State, Zip Code]

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### Subject: Tenancy Renewal Terms

Dear [Tenant's Name],

I hope this message finds you well. As your current tenancy is set to expire on [Lease Expiration Date], I would like to discuss the renewal of your lease for the property located at [Property Address].

#### Proposed Terms for Renewal:

- **New Lease Duration:** [Duration, e.g., 1 Year]
- **Monthly Rent:** \$[New Rent Amount]
- **Deposit Amount:** \$[Deposit Amount]
- **Contract Start Date:** [Start Date]
- **Contract End Date:** [End Date]

If you agree to these terms, please sign and return this letter by [Response Deadline]. Should you have any questions or wish to discuss the terms further, feel free to reach out.

Thank you for being a valued tenant.

Sincerely,

[Your Name]

[Your Position, if applicable]