

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

[Date]

[Landlord's Name]
[Landlord's Address]
[City, State, Zip Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to discuss the renewal of my current lease for the property located at [Property Address], which is set to expire on [Lease Expiration Date].

After reviewing the terms, I am happy to confirm my intention to renew the lease for an additional [Duration of Renewal], with an updated rent of [New Rent Amount] per month, effective from [Effective Date of New Rent].

Please let me know if you agree to these terms, so we can proceed with updating the lease agreement. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your cooperation.

Sincerely,
[Your Name]