

Lease Renewal Inquiry

Date: [Insert Date]

Property Manager's Name: [Insert Name]

Property Management Company: [Insert Company Name]

Address: [Insert Address]

City, State, Zip: [Insert City, State, Zip]

Dear [Property Manager's Name],

I hope this message finds you well. I am writing to inquire about the lease renewal process for my current residence at [Your Address]. My lease is set to expire on [Lease Expiration Date], and I would like to discuss the options available for renewal.

Could you please provide me with information regarding:

- The renewal terms and any potential changes to the lease agreement.
- The timeline for the renewal process.
- Any additional documentation or requirements needed on my part.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Contact Information]