

Reminder: Apartment Lease Continuation

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

We hope this message finds you well. This is a friendly reminder that your current lease for the apartment at [Apartment Address] is set to expire on [Lease Expiration Date]. We value you as our tenant and would like to offer you the opportunity to continue your lease.

If you wish to renew your lease, please let us know by [Response Deadline]. We would be happy to discuss any changes in terms or conditions you might need.

Thank you for being a valued tenant. We look forward to your response.

Sincerely,

[Your Name]

[Your Title]

[Your Contact Information]

[Property Management Company Name]