

Parking Space Renewal Notice

Date: [Insert Date]

Dear [Tenant's Name],

This letter serves as a notice regarding the renewal of your parking space lease at [Property Address]. Your current lease for parking space #[Space Number] is set to expire on [Expiration Date].

We would like to offer you the opportunity to renew your lease for an additional term of [Insert Term, e.g., 1 year]. The new lease will begin on [Start Date] and expire on [New Expiration Date]. The rent for the parking space will be [Insert Amount], due on the [Due Date].

Please sign and return the attached renewal agreement by [Response Deadline] to ensure uninterrupted access to your parking space. If you have any questions or require further assistance, feel free to contact us at [Contact Information].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Company/Property Management Name]

[Contact Information]