

# Lease Renewal Reminder

Date: [Insert Date]

Tenant Name: [Insert Tenant Name]

Address: [Insert Tenant Address]

Dear [Insert Tenant Name],

I hope this message finds you well. As the expiration date of your lease is approaching on [Insert Lease Expiration Date], I would like to remind you of the upcoming opportunity to renew your lease at [Insert Property Address].

Please let me know if you are interested in renewing your lease for another term. If so, we can discuss any changes or updates you would like to implement. I would appreciate your response by [Insert Response Deadline].

Thank you for being a valued tenant.

Best regards,

[Insert Landlord Name]

[Insert Contact Information]