

Non-Renewal of Lease Agreement

Date: [Insert Date]

[Tenant's Name]

[Tenant's Address]

[City, State, Zip Code]

Dear [Tenant's Name],

This letter serves as formal notice regarding the non-renewal of your lease agreement for the property located at [Property Address]. According to the terms of your lease, which is set to expire on [Lease Expiration Date], we will not be renewing your lease for another term.

Please ensure that all personal belongings are removed from the premises by the expiration date. We appreciate your understanding and cooperation during this process.

If you have any questions or require further assistance, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for being a valued tenant.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Address]

[City, State, Zip Code]