

Lease Renewal Reminder

Dear [Tenant's Name],

This is a friendly reminder that your current lease for [Property Address] is set to expire on [Expiration Date]. We want to ensure that you are aware of your lease renewal options.

If you would like to renew your lease, please let us know by [Response Deadline]. We would be happy to discuss any changes or updates you might want to make to your rental agreement.

If you have any questions or would like to schedule a time to discuss this further, please do not hesitate to contact us at [Your Contact Information].

Thank you for being a valued tenant, and we look forward to hearing from you soon!

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]