

Non-Renewal Notice

Date: [Insert Date]

[Tenant's Name]

[Tenant's Address]

[City, State, Zip Code]

Dear [Tenant's Name],

We are writing to formally notify you that your rental agreement for the property located at [Property Address] will not be renewed upon its expiration on [Expiration Date]. This letter serves as your official notice of termination of the tenancy.

We ask that you please vacate the premises by [Move-Out Date]. Please ensure that the property is in good condition and that all personal belongings are removed before your departure.

If you have any questions or need further assistance during your move, please feel free to contact us at [Your Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title/Position]

[Company Name, if applicable]

[Your Contact Information]