

# Lease Continuation Request

Date: [Insert Date]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally request the continuation of the lease for the retail property located at [Property Address]. Our current lease is set to expire on [Lease Expiration Date], and I would like to discuss the possibility of renewing or extending this lease.

Over the past [duration of the current lease], our business has grown and established a solid presence in the area. We believe that continuing our lease will not only benefit our business but also contribute positively to the property's tenant mix and overall community.

I would appreciate the opportunity to discuss the terms of the lease continuation at your earliest convenience. Please let me know a suitable time for us to meet or speak on the phone.

Thank you for your consideration, and I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]