

Lease Renewal Decline Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[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 decline the lease renewal offer for the property located at [Property Address], which is set to expire on [Lease Expiration Date].

After careful consideration, I have decided not to renew the lease due to [brief reason, e.g., personal circumstances, exploring other options, etc.]. I deeply appreciate the opportunity to have been a tenant at your property and your prompt response to any concerns I raised during my tenancy.

Please let me know if you need any further information from my end to facilitate a smooth transition.

Thank you for your understanding.

Sincerely,

[Your Name]