

# Lease Renewal Notice

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Tenant's Name]

[Tenant's Address]

[City, State, Zip Code]

## Subject: Lease Renewal Notice

Dear [Tenant's Name],

We would like to inform you that your current lease for the property located at [Property Address] is set to expire on [Lease Expiration Date]. We appreciate having you as a tenant and would like to offer you the opportunity to renew your lease under the following conditions:

- New lease term: [New Lease Term]
- Monthly Rent: [New Monthly Rent]
- Security Deposit: [Detail if applicable]
- Any additional conditions: [Specify here]

Please respond by [Response Deadline Date] if you wish to renew your lease under these terms. If you have any questions or would like to discuss this further, feel free to contact me at [Your Phone Number] or [Your Email].

Thank you for your attention to this matter. We look forward to your response.

Sincerely,

[Your Name]

[Your Title/Position if applicable]