

Commercial Lease Agreement Renewal Request

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[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 renewal of my commercial lease agreement for the property located at [Property Address] which is set to expire on [Lease Expiration Date].

As a [Your Business Type/Name], I have enjoyed being a tenant at this location and would like to continue our business relationship. I would appreciate it if we could discuss the terms for the renewal of the lease.

Should you agree to renew the lease, please let me know at your earliest convenience to discuss any changes in terms or conditions that may apply.

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

Sincerely,

[Your Name]
[Your Title/Position]
[Your Business Name]