

Commercial Lease Extension Proposal

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 propose an extension of the lease for the property located at [Property Address], which is set to expire on [Current Lease Expiration Date].

We have greatly valued our time in this space and believe that extending our lease will be beneficial for both parties. We propose to extend the lease for an additional [Insert Duration, e.g., one year] under the current terms, or to negotiate any adjustments you find necessary.

Please let me know a convenient time for us to discuss this proposal further. We are eager to continue our positive relationship and ensure a smooth transition into the extended lease period.

Thank you for your consideration. I look forward to your reply.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Company Name]

[Your Contact Information]