

[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 express my intention to renew my lease for the property located at [Property Address], which is set to expire on [Lease Expiration Date].

Over the past [Duration of Tenancy], I have greatly enjoyed living in the apartment and appreciate your support as my landlord. I would like to discuss the terms of the lease renewal and any necessary adjustments moving forward.

Please let me know a convenient time for us to discuss this matter. I look forward to your prompt response.

Thank you.

Sincerely,

[Your Name]