

Lease Agreement Notification

Date: [Insert Date]

[Tenant's Name]

[Tenant's Address]

[City, State, Zip Code]

Dear [Tenant's Name],

We hope this message finds you well. This letter serves as a notification regarding the lease agreement for the property located at [Property Address].

As per the terms of our lease dated [Lease Date], we would like to inform you of the following:

- Lease Expiration Date: [Expiration Date]
- Renewal Terms: [Include any renewal options or terms]
- Rent Adjustment: [Include any proposed changes to the rent, if applicable]

Please feel free to reach out to us by [Insert Contact Method] should you have any questions or need further clarification.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]