Date: [Insert Date]

To: [Property Owner Name]
[Property Address]
[City, State, Zip Code]

Subject: Notice of Expired Preservation Agreement - [Property Name/Address]

Dear [Property Owner Name],

We are writing to formally notify you that the preservation agreement for the property located at [Property Address] has officially expired as of [Expiration Date].

The architectural integrity and historical significance of this structure represent a vital part of our local heritage. While the formal preservation period has concluded, Timeless Architecture remains committed to the stewardship of such landmark properties. The expiration of this agreement means that certain protections and oversight regarding structural modifications may no longer be legally binding.

We highly encourage you to consider the following options to ensure the continued protection of this architectural asset:

- **Renewal of Agreement:** Extending the existing preservation terms to maintain eligibility for historical tax credits or grants.
- **Conservation Easements:** Implementing permanent protections to safeguard the facade and character-defining features.
- **Consultation Services:** Meeting with our team to discuss future renovation plans that respect the original design intent.

Our records indicate that the unique features of your property, specifically [Mention Specific Features, e.g., the limestone masonry or original fenestration], are of particular historical value. Maintaining these elements is essential to preserving the "Timeless Architecture" designation.

Please contact our office at [Phone Number] or [Email Address] by [Follow-up Date] to discuss the future status of your property's preservation standing.

Sincerely,

[Your Name/Signature]
[Your Title]
Timeless Architecture Preservation Board