

[Landlord Name]
[Landlord Address]
[City, State, Zip Code]
[Date]

[Tenant Name]
[Tenant Address]
[Unit Number]
[City, State, Zip Code]

RE: NOTICE OF NON-RENEWAL OF LEASE DUE TO MAJOR RENOVATIONS

Dear [Tenant Name],

This letter serves as formal notice that your lease agreement for the property located at [Property Address], which is scheduled to expire on [Lease End Date], will not be renewed.

The reason for this non-renewal is that the building is scheduled to undergo major renovations and capital improvements that require the unit to be vacant. These renovations include [Briefly list renovations, e.g., structural repairs, electrical upgrades, or complete interior remodeling], which cannot be safely or practically completed while the unit is occupied.

You are required to vacate the premises and return all keys no later than [Move-out Time] on [Lease End Date].

Please ensure that all personal belongings are removed and the unit is left in a clean condition, consistent with the terms of your lease agreement. A move-out inspection will be scheduled for [Date/Time]. Your security deposit of \$[Amount] will be processed and returned to you, less any lawful deductions for damages beyond normal wear and tear, within [Number] days of your move-out date.

Please provide your forwarding address below or via email to ensure the timely return of your deposit.

If you have any questions regarding this notice or the move-out process, please contact [Name/Property Manager] at [Phone Number] or [Email].

Thank you for your cooperation.

Sincerely,

[Landlord Signature]

[Landlord Printed Name]