

[Landlord or Property Management Name]
[Address]
[City, State, Zip Code]
[Phone Number]
[Email]

[Date]

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

Subject: Notice of Lease Renewal and Rent Increase

Dear [Tenant Name],

We hope you are enjoying your stay at [Property Address]. Your current lease agreement is scheduled to expire on [Current Lease End Date].

We are pleased to offer you a renewal of your lease for another [Term, e.g., 12 months]. Due to [Optional: increases in operating costs/market conditions], your monthly rent will be adjusted starting on [Date New Rent Starts].

The new terms are as follows:

- Current Rent: \$[Current Rent Amount]
- New Rent: \$[New Rent Amount]
- Effective Date: [Date]

All other terms and conditions of your original lease agreement will remain in effect. If you wish to accept this renewal, please sign the attached lease amendment and return it to us by [Deadline Date].

If you do not intend to renew your lease, please provide us with written notice of your intent to vacate by [Notice Deadline Date] as per your current agreement.

If you have any questions regarding this change, please contact us at [Phone Number/Email].

Thank you for being a valued tenant.

Sincerely,
[Landlord/Manager Signature]
[Printed Name]