

[Date]

[Tenant Name]

[Property Address]

[Unit Number]

Subject: Notice of Non-Renewal of Lease Due to Major Renovations

Dear [Tenant Name],

This letter is to formally notify you that your lease agreement for the property located at [Property Address], which is set to expire on [Lease End Date], will not be renewed.

The reason for the non-renewal is that the building is scheduled to undergo major renovations and structural improvements that will require the unit to be vacant. These renovations are extensive and, for safety and logistical reasons, cannot be performed while the unit is occupied.

Please take note of the following details regarding your move-out:

- **Vacate Date:** You are required to vacate the premises no later than 11:59 PM on [Lease End Date].
- **Key Return:** All keys, fobs, and parking passes must be returned to [Location/Person] by the vacate date.
- **Security Deposit:** Your security deposit will be returned to you within [Number] days of your move-out, minus any allowable deductions for damages beyond normal wear and tear, as per the terms of your lease.
- **Forwarding Address:** Please provide us with your new mailing address to ensure the timely delivery of your security deposit and any final correspondence.

A move-out inspection will be scheduled for [Date/Time]. Please let us know if you would like to be present during this inspection.

We appreciate your cooperation during this transition. If you have any questions, please contact [Contact Name] at [Phone Number] or [Email Address].

Sincerely,

[Landlord/Property Manager Name]

[Company Name]

[Contact Information]