

Date: [Date]

To: [Tenant Name(s)]

Property Address: [Full Address of Rental Unit]

Subject: Notice of Non-Renewal of Lease Agreement

Dear [Tenant Name],

Please be advised that [Landlord/Property Management Name] will not be renewing your lease agreement for the property located at [Address]. Your current lease term is scheduled to expire on [Lease End Date].

This decision is based on a violation of the lease terms regarding unauthorized commercial activity on residential premises. It has come to our attention that you have been operating a business out of the rental unit, specifically [Description of Activity], which is not permitted under the terms of your residential lease agreement and/or local zoning ordinances.

You are required to vacate the premises no later than 11:59 PM on [Lease End Date]. Please ensure that all personal belongings are removed and the keys are returned to [Location] by this time.

A move-out inspection will be conducted on [Date/Time]. Your security deposit will be processed and returned in accordance with state law and the terms of your lease, less any applicable deductions for damages or unpaid balances.

Please contact [Contact Name] at [Phone Number/Email] if you have any questions regarding the move-out process.

Sincerely,

[Your Signature]

[Your Printed Name]

[Title/Company Name]