

Date: [Date]

To: [Tenant Name]
[Property Address]
[Unit Number]

RE: NOTICE OF NON-RENEWAL OF LEASE

Dear [Tenant Name],

This letter serves as formal notice that [Landlord/Property Manager Name] will not be renewing your lease agreement for the property located at [Property Address]. Your current lease term will expire on [Lease End Date].

This decision is based on a violation of the lease terms regarding the use of the premises. Specifically, it has come to our attention that the property is being used for commercial or business purposes, which is strictly prohibited under Section [Section Number] of your lease agreement, stating that the premises are for residential use only.

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 that the keys are returned to [Location/Person] by this time.

A move-out inspection will be scheduled for [Date/Time]. Your security deposit will be handled in accordance with state law and the terms of your lease, following an assessment of the property's condition.

Please acknowledge receipt of this notice.

Sincerely,

[Your Name]
[Landlord/Property Management Company Name]
[Phone Number]