

Date: [Date]

To: [Landlord Name/Property Management Company]

Address: [Landlord Address]

Re: Notice of Force Majeure - Lease Agreement for [Property Address]

Dear [Landlord Name or Representative],

Please accept this letter as formal notice that [Tenant Name] is invoking the Force Majeure clause (Section [Number] of our Lease Agreement) due to the following unforeseen event: [Description of Event, e.g., Pandemic, Natural Disaster, Government Mandated Closure].

As a direct result of this event, our ability to perform our contractual obligations under the lease, specifically [State specific obligations, e.g., operating business hours or payment of full rent], has been materially impacted. This event is beyond our reasonable control and was not foreseeable at the time the lease was signed.

Effective [Date], we will be [State the action being taken, e.g., temporarily closing our doors or requesting a deferment of rent]. We intend to resume full performance of our lease obligations as soon as the circumstances permit.

We would like to discuss a temporary rent abatement or restructuring plan during this period. We will keep you updated as the situation evolves.

Please acknowledge receipt of this notice in writing.

Sincerely,

[Your Name]

[Your Title]

[Business Name]