

Lease Renewal Offer Letter

Date:

From:

Address:

To (Tenant):

Rental Unit Address:

Dear ,

We value your residency at . As your current lease is scheduled to expire on , we are pleased to offer you the opportunity to renew your lease for another term.

Please review the proposed terms for your lease renewal outlined below:

- **New Lease Start Date:**
- **New Lease End Date:**
- **New Monthly Rent:**
- **Security Deposit Difference (if any):**
- **Other Policy Changes:**

To accept this offer, please complete, sign, and return this letter to us on or before . If we do not receive your written response by this date, we will assume you do not wish to renew your lease and you will be expected to vacate the premises by your current lease expiration date.

If you have any questions or wish to discuss alternative lease terms, please contact us at .

Sincerely,

Landlord / Property Manager

Tenant Response and Election

Please initial next to your selection and sign below.

[] **I/We accept the Lease Renewal Offer** under the terms outlined above. I/We agree to execute the new lease agreement prior to the start of the new lease term.

[] **I/We decline the Lease Renewal Offer** and intend to vacate the rental unit by the current lease expiration date of .

Tenant Signature:

Date:

Co-Tenant Signature:

Date: