

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Landlord's Name]  
[Landlord's Address]  
[City, State, Zip Code]  
Dear [Landlord's Name],

Subject: Notice of Lease Renewal

I hope this letter finds you well. I am writing to formally notify you of my intention to renew my lease for the property located at [Property Address]. My current lease is set to expire on [Current Lease Expiration Date], and I would like to discuss the terms for the renewal.

Please let me know if there are any changes to the lease terms or if you require any further information from my side. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your continued support.

Sincerely,  
[Your Name]