

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]

[Landlord's Name]  
[Landlord's Address]  
[City, State, ZIP Code]

Subject: Lease Agreement Renewal

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally request the renewal of my lease for the property located at [Property Address], which is set to expire on [Current Lease Expiration Date].

I would like to propose a renewal of the lease for an additional [duration, e.g., one year] under the same terms and conditions.

Please let me know if you are open to this renewal, and if there are any changes you would like to discuss regarding the lease terms. I appreciate your attention to this matter and look forward to your response.

Thank you for your consideration.

Sincerely,  
[Your Name]