

[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 Non-Renewal of Lease

I hope this message finds you well. I am writing to formally notify you that I do not wish to renew my lease for the property located at [Property Address], which is set to expire on [Lease Expiration Date].

In accordance with the terms of our lease agreement, this letter serves as my [insert required notice period, e.g., 30-day] notice of non-renewal. My final day of residency will be [Final Move-Out Date].

I appreciate your understanding and support during my tenancy. Please let me know if there are any specific procedures you would like me to follow before my departure.

Thank you for the opportunity to live in your property.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]