

# Lease Non-Renewal Notice

[Landlord Name]

[Landlord Address]

[City, State ZIP Code]

[Phone Number]

Date: \_\_\_\_\_

[Tenant Name(s)]

[Rental Property Address]

[City, State ZIP Code]

Dear [Tenant Name(s)],

This letter serves as formal notice that your residential lease agreement for the property located at [Rental Property Address] will not be renewed upon its expiration date, which is [Lease Expiration Date]. In accordance with the terms of the lease and applicable state and local laws, this notice is provided [Number of Days Notice Required] days in advance.

Please be advised that you are required to vacate and surrender possession of the premises by the lease end date listed above. All keys, access devices, and other property-related items should be returned by that time. The property must be left in broom-clean condition and in accordance with the terms of your lease agreement to ensure the return of your security deposit.

If you have any questions regarding your move-out responsibilities or the lease non-renewal process, please feel free to contact me at the number above.

Thank you for your tenancy.

Sincerely,

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[Landlord Name]

Date: \_\_\_\_\_