

# NOTICE OF NON-RENEWAL

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## RE: NOTICE OF NON-RENEWAL OF YOUR CURRENT LEASE

Dear \_\_\_\_\_,

As your landlord, I am writing to inform you that the current lease at the property address of \_\_\_\_\_, which is set to expire on \_\_\_\_\_, will not be renewed.

1. **Official Notice.** Consider this official notice, in accordance with local and State laws, of our intention to have you vacate the property upon lease expiration. We request that you leave the property in the same condition as when you moved in, wear and tear excepted.
2. **Landlord's Requests.** In the near future, I may reach out to schedule a final walk-through of the property and discuss the return of your security deposit in accordance with State laws and the terms of your lease. In addition, we may request to show the space to 3rd parties by providing you sufficient notice during this period.
3. **Contact.** If there is any way I can be of assistance during this time, or you have any general questions or comments, feel free to reach out at the following:

Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Sincerely,

\_\_\_\_\_