**Sample – Non-Renewal Lease Letter**

August 2, 2031

Mary Watkins

100 Abraham Road

Lansing, MI, 30090

Re: Notice to Not Renew Lease

Tenant: Mary Watkins

This is to notify you that I will not be renewing your current lease for the property located at 100 Abraham Road, Lansing, MI 30090. Your last day of tenancy will be September 2, 2031.

Please vacate the property on your last day upon returning all fobs, keys, and similar devices to the landlord. Avoid leaving any of your personal possessions on the premises.

Per your lease, you should leave the property in the same position it was in when you moved in while accounting for normal wear and tear. The landlord shall check that you have met these terms on the last day during a walk-through inspection.

Kindly provide the landlord with your forwarding address where your security deposit will be sent.

Sincerely,

Logan Kim

Jewel Property Managers