Name of Tenant Address of Tenant City, State, Zip Code

DATE

Name of Landlord Address of Landlord City, State, Zip Code

RE: Lease Renewal Dear Name of Landlord:

This letter is a formal request to renew the lease on the property at the above address for another year. The lease expires on DATE and I would like to renew it until DATE.

I would respectfully request that you not raise my rent of AMOUNT for the term of the new lease, as I am out of a job and living on my wife’s salary. I hope to have a new job within the next few months.

You will also benefit financially because you won’t have to advertise for a tenant, screen and background check tenants or pay agent fees if we move out. You will also have no vacancy time.

I hope you will favorably consider my request and respond within two weeks. I can be reached at Phone Number or at Email Address if you have any questions. You may send your acceptance in writing and a new contract lease to the above address.

Sincerely, Signature of Tenant

Printed Name of Tenant