

CertRent

Lease renewal offer letter (NY landlord)

Free template from certrent.com — replace the [bracketed] parts with your details. This is a template, not legal advice.

[Landlord / company name]

[Date]

[Tenant name]

[Rental address, unit]

Re: Lease renewal offer

Dear [Tenant name],

Your current lease for [unit] ends on [expiration date]. We would be glad to have you stay and are offering a renewal on the following terms:

New term: [12 months], from [start] to [end]
Monthly rent: \$[new rent] (current: \$[current rent])
Other changes: [none / describe]

Please let us know by [response date] if you would like to renew. If you accept, we will send a renewal lease to sign. If we don't hear from you, your current lease will end on [expiration date].

We've appreciated having you as a tenant and hope you'll stay.

Sincerely,

[Landlord name]

[Contact]

Rent increases of 5%+ and non-renewals require 30/60/90-day notice based on tenancy length. Template, not legal advice.