Property Info

Date:

Apt #\_\_\_\_\_\_\_\_\_\_

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

We just want to say thank you for being the wonderful resident(s) and neighbor(s) that you are. We, the team at \_\_\_\_\_\_\_\_\_\_, as well as your neighbors, have enjoyed you being an important part of our community. \_\_\_\_is your home and we hope that you have found it to be a happy one!

We invite you to remain our neighbor since residents like you make \_\_\_\_\_ the “one-of-a-kind” community that it is. As you know, your lease will expire on **\_\_\_\_\_.** Understandably, you’re a very busy person, so to make it more convenient for you we’ve included a summary here.

* **For a 10-14 month renewal your rent will be $\_\_\_\_\_\_\_\_\_**
* **6-9 month renewal your rent will be $\_\_\_\_\_\_\_+ $50 monthly upcharge**
* **If you choose to remain on a month-to-month basis your rent will be $\_\_\_\_\_\_\_\_\_ + a $100 MTM fee.**

 **\*\*\***If you choose to move out at the end of your lease term, you are required to providea **60-day written notice.**

**Please keep in mind if you have pets the new pet rent will increase to $18.50 upon renewal date.**

If you cannot make it to the office to sign your renewal, simply give us a call \_\_\_\_\_\_\_\_. We can prepare your lease renewal and bring it right to your apartment! Prior to your lease contract renewal being signed, we must receive your **Proof of Renters Insurance.** We are looking forward to visiting with you!

Sincerely,

\*\*Renew on or before \_\_\_ and receive $\_\_\_\_\_ off your\_\_\_\_\_\_ rent!!!