

## Renewal Letter as Required by Florida Statute 83.575

Date: \_\_\_\_\_ *(Must be between 31 and 45 days prior to lease expiration)*

Dear Resident,

Recently we sent you a letter offering to renew your lease as your current lease is scheduled to expire on \_\_\_\_\_. As of today, we have not heard back from you.

If you decide not to renew your lease and wish to vacate the premises at the expiration of your lease term, please note that your lease agreement requires that you give us no less than 30-days written notice of your intent to vacate the premises. This notice must be sent to us no later than \_\_\_\_\_. If you fail to provide a full thirty-days notice of intent to vacate, you will be charged for the balance of the notice period in an amount based on the daily pro-rata rental amount, such amount not to exceed one month's rent. Such charge shall be considered liquidated damages.

If you have any questions about your lease renewal or the notice needed to vacate, please feel free to contact us in the management office.

Sincerely,

Management