**LEASE RENEWAL LETTER**

May 16, 20XX

Jeff and Karen Johnson
9090 Old Church Way
Grove City, Ohio 43123

Subject: Lease Renewal

Dear Tenant,

A review of our current rental records shows that your lease will expire on July 1, 20XX for the unit located at 9090 Old Church Way. Currently, the rent amount for this unit is $1025.

Effective July 1, 20XX, the rent will increase to $1055, per Grove City’s 3% annual increase allowance. The increase will go to help beautify the proper and to add a new playground addition for the children.  Before we will extend the lease for this unit, we have a couple issues to address. First, there is a dog that has been reported by many neighbors as a nuisance. There are no dogs allowed in our units and this is a violation of your lease terms.

The dog needs to be removed from the property and the unit will need to be inspected before the next lease signing period. Should there be any damages to the unit, these damages will need to be repaired and paid in full before a new lease will be instituted.

Secondly, we are getting a great deal of reports of unauthorized people in and out at all hours. We have very strict property rules and want to make sure our neighborhood is safe for all families to enjoy.

We are asking you to observe the 11 pm noise ordinance and to be mindful of the neighbors. We want all of our tenants to be able to enjoy their home without issue.

According to your current lease, we need to know within 30 days whether you choose to stay or to vacate the premises. We need to hear from you no later than June 16, 20XX.

Sincerely,

David Strickland