

Renew Lease, Option Notice to Landlord

To: _____ (" Landlord")

Reference is made to the Original Lease Agreement ("Lease") between Landlord and the undersigned as Tenant in respect of the premises described in the Lease.

Landlord is formally notified by this Renew Lease Document that the undersigned is hereby exercising its right to renew the term of the Lease for a term of _____, as specified in the Lease.

This Notice is given to you in accordance with paragraph _____ the Lease that permits Tenant to Renew the Term.

Tenant

Date:

Witness

Renew Lease, Option Notice to Landlord Review List

This review list is provided to inform you about the document in question and assist you in its preparation. Formal notification of a lease renewal is a prudent act. We recommend you fax, with a receipt copy, and mail a second signed copy to the Landlord. If it is a lease with substantial value, such as being under market price, you are advised to get a signed receipt from the Post Office through certified mail or a recognized overnight delivery service such as FedEx.

1. Make copies to accompany your lease copies, where you keep them. Have a witness sign the original documents just for safety's sake.
2. If you have any concerns about the integrity of the Landlord, consider hand delivery with a signed receipt by a courier, an employee, or yourself.