

# Commercial Lease Notice of Non-Renewal of Contract

This **commercial lease notice of non-renewal** of contract form sample provides a clear and legally compliant template for tenants or landlords to communicate their intent not to renew a commercial lease agreement. It ensures all necessary details are included to avoid misunderstandings and protect the interests of both parties. Using this sample helps streamline the lease termination process efficiently and professionally.

**Date:** \_\_\_\_\_

**To:**

Landlord Name: \_\_\_\_\_  
Landlord Address: \_\_\_\_\_

**From:**

Tenant Name: \_\_\_\_\_  
Tenant Address: \_\_\_\_\_

## Re: Notice of Non-Renewal of Commercial Lease Agreement

Dear [Landlord/Tenant Name],

Pursuant to the terms of the Commercial Lease Agreement dated \_\_\_\_\_, for the premises located at \_\_\_\_\_ (the "Premises"), this notice serves as written confirmation that the undersigned [Tenant/Landlord] does **not intend to renew** the above-referenced lease contract upon its expiration date of \_\_\_\_\_.

This notice is provided in accordance with the notice period required in the lease agreement and applicable law. Please consider this as the formal and final notice of our intention not to renew or extend the contract.

Should you have any questions or require further information, please feel free to contact me.

Sincerely,

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[Tenant/Landlord Name]  
[Title, if applicable]  
[Company Name, if applicable]

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**Note:** This is a sample form. Consult your attorney or legal advisor to ensure compliance with local laws and lease agreement requirements before use.