

[Company Name]

[Company Address]

[Company Phone Number] | [Company Email]

TENANT NOTICE

Date: [Current Date]

To: [Recipient First Name] [Recipient Last Name]

Property: [Property Name]

Address: [Property Address]

Lease Period: [Lease Start Date] to [Lease End Date]

Monthly Rent: [Rental Amount]

Dear [Recipient First Name] [Recipient Last Name],

RE: _____

MESSAGE:

If you have any questions regarding this notice, please contact us at [Company Phone Number] or [Company Email].

Sincerely,

[Company Name]

Victorian Village Apartments Management