

Lease Approval Confirmation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Position]

[Company/Property Management Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are pleased to inform you that your lease application for the property located at [Property Address] has been approved. We appreciate your patience during the review process.

Attached to this letter, you will find the lease agreement for your review and signature. Please read it carefully and return a signed copy by [Insert Deadline Date].

If you have any questions or need further assistance, please do not hesitate to contact us at [Insert Contact Information].

Thank you for choosing [Company/Property Management Name]. We look forward to welcoming you to your new home!

Sincerely,

[Your Name]

[Your Position]

[Company/Property Management Name]