

Notice of Tenant Relocation Assistance

Date: [Insert Date]

Tenant Name: [Insert Tenant Name]

Tenant Address: [Insert Tenant Address]

Dear [Insert Tenant Name],

This letter serves as a formal notice regarding relocation assistance due to [insert reason for relocation, e.g., property renovations, eviction, etc.]. We understand that this may cause you some inconvenience and we want to assure you that we are here to assist you during this transition.

You are eligible for relocation assistance as outlined by [insert relevant law or policy]. The assistance available to you includes:

- [Insert type of assistance, e.g., financial support, moving expenses, etc.]
- [Insert additional type of assistance]
- [Insert additional type of assistance]

Please reply to this notice by [insert response deadline] to discuss the details of your relocation assistance. Our goal is to ensure that you feel supported during this process.

Thank you for your understanding and cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization]

[Your Contact Information]