

Dear [Tenant's Name],

We hope this message finds you well. As part of our commitment to sustainability and environmental protection, we want to remind you of a few eco-friendly practices that can help us all reduce our carbon footprint.

Energy Conservation

- Please turn off lights and unplug electronics when not in use.
- Consider using energy-efficient LED bulbs.

Water Usage

- Try to take shorter showers and turn off the tap while brushing your teeth.
- Report any leaks or drips to maintenance immediately.

Waste Reduction

- Recycle paper, plastic, and glass according to local guidelines.
- Opt for reusable bags instead of single-use plastic bags.

Thank you for your cooperation and for being a responsible tenant. Together, we can create a healthier environment for everyone. If you have any questions or suggestions, feel free to contact us.

Sincerely,

[Your Name]

[Your Position]

[Property Management Company]

[Contact Information]