

# Notice to Tenants: Security Updates

Date: [Insert Date]

Dear [Tenant's Name],

We hope this message finds you well. We are writing to inform you about important security updates regarding the door locks in our building.

To enhance the safety and security of all residents, we will be replacing the existing door locks with new, more secure locking systems. This upgrade will help prevent unauthorized access and ensure the safety of your home.

The installation is scheduled for [Insert Date & Time]. Please ensure that you are available to grant access to your unit during this time. If you require a different time or have any concerns, do not hesitate to contact us.

Thank you for your cooperation and understanding as we work to improve the security of our community.

Sincerely,

[Your Name]

[Your Title]

[Property Management Company]

[Contact Information]