

Important Update: Changes to Fire Safety Policies

Dear Tenants,

We hope this message finds you well. We are writing to inform you of important changes to our fire safety policies that will take effect immediately. Your safety and the safety of all residents is our top priority.

New Fire Safety Policies

- Regular fire drills will now be conducted every six months.
- All tenants are required to ensure that smoke detectors in their units are operational.
- No flammable materials are to be stored in common areas.
- Emergency exits must remain unobstructed at all times.

We appreciate your cooperation in implementing these policies. Our fire safety team will be available for any questions or concerns you may have.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Your Contact Information]