

# Seasonal Heating Instructions

Dear [Tenant's Name],

As we enter the colder months, we want to ensure that your heating system works effectively to keep your home warm and comfortable. Please follow the instructions below:

## Heating System Operation

- Set your thermostat to a comfortable temperature, typically between 68degF to 72degF (20degC to 22degC).
- Ensure that all vents are unobstructed and clean. If you have radiators, make sure they are clear of furniture.
- If you have a programmable thermostat, consider setting it to lower temperatures when you are not home.

## Safety Tips

- Check your smoke and carbon monoxide detectors to ensure they are working properly.
- Never use your oven or stove for heating your home.
- If you smell gas or detect any unusual odors, leave the premises immediately and contact emergency services.

## Maintenance Requests

If you experience any issues with your heating system, please contact our maintenance team at [Phone Number] or [Email Address].

Thank you for your attention to these important details. We hope you have a warm and safe season!

Sincerely,

[Your Name]

[Your Position]

[Property Management Company]