

Tenant Lobby Beautification Standards

Date: [Insert Date]

To: [Insert Tenant's Name]

Address: [Insert Tenant's Address]

Dear [Insert Tenant's Name],

We are pleased to introduce the new Beautification Standards for the lobby area, designed to enhance the aesthetic appeal and comfort of our shared space.

Lobby Beautification Standards

- Maintenance of cleanliness - Regular cleaning schedules will be established.
- Seasonal decorations - Appropriate decorations will be rotated quarterly.
- Seating arrangements - Comfortable and visually appealing seating options will be organized.
- Indoor plants - Low-maintenance plants will be incorporated for greenery.
- Signage - Clear and friendly signage for navigation and information.

We value your input and encourage you to share any ideas or suggestions you may have for further beautification of our lobby. Together, we can create a welcoming environment for all residents and visitors.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Contact Information]