

Tenant Refurbishment Approval Letter

From: [Landlord's Name]

[Landlord's Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

Date: [Date]

To: [Tenant's Name]

[Tenant's Address]

[City, State, ZIP Code]

Subject: Approval of Refurbishment Request

Dear [Tenant's Name],

We are writing to inform you that your request for refurbishment of your unit located at [Property Address] has been reviewed and approved. We appreciate your initiative to enhance your living space.

The approved refurbishment includes the following modifications:

- [Description of Modification 1]
- [Description of Modification 2]
- [Description of Modification 3]

Please ensure that all work is carried out in accordance with local regulations and that you obtain any necessary permits. The work must be completed by [Completion Date], and any disruption to neighbors should be minimized.

Should you have any questions or require further clarification, do not hesitate to contact me. We wish you the best in your refurbishment project.

Sincerely,

[Landlord's Name]

[Landlord's Position, if applicable]