

Rooftop Access Tenant Responsibilities

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

As a tenant of [Property Address], you are granted access to the rooftop area under specific conditions to ensure the safety and well-being of all residents. Please review the following responsibilities related to rooftop access:

1. Access to the rooftop is permitted only during the designated hours of [Insert Hours].
2. All tenants must adhere to safety protocols outlined in the building's safety policy.
3. Use of the rooftop for gatherings or events must be pre-approved by management.
4. Clean up after yourself and dispose of any trash in the designated bins.
5. Respect the privacy of other tenants and refrain from loud noises.
6. Report any maintenance issues or safety hazards to the property manager immediately.

Failure to comply with these responsibilities may result in loss of rooftop access privileges. Please acknowledge your understanding of these responsibilities by signing below:

Tenant's Signature

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Property Management Company]