

Notice of Carpet Cleaning Appointment

Dear [Tenant's Name],

We hope this message finds you well. We would like to inform you that a carpet cleaning appointment has been scheduled for your unit on [Date] at [Time].

Please ensure that the areas to be cleaned are accessible and that any personal items are moved prior to our arrival.

If you have any questions or need to reschedule, please feel free to contact us at [Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Company/Property Management Name]