

Notice of Potential Roommate Addition

Date: [Insert Date]

To: [Current Roommates' Names]

From: [Your Name]

Subject: Notice of Potential Roommate Addition

Dear [Current Roommates' Names],

I hope this message finds you well. I am writing to inform you that I am considering adding a potential roommate to our living situation. The individual I am considering is [Potential Roommate's Name], and I believe they would be a good fit for our household.

Details about [Potential Roommate's Name]:

- Occupation: [Occupation]
- Interests: [Interests]
- Move-in Date: [Expected Move-in Date]

I would like to arrange a meeting for everyone to get to know [Potential Roommate's Name] and discuss any questions or concerns you may have regarding this potential addition. Please let me know your availability for a meeting in the upcoming week.

Thank you for considering this adjustment to our living situation. I appreciate your input and look forward to hearing your thoughts.

Best regards,

[Your Name]

[Your Contact Information]