

# Notification of Lease Terms and Conditions

Date: [Insert Date]

[Tenant's Name]

[Tenant's Address]

[City, State, Zip Code]

Dear [Tenant's Name],

We hope this letter finds you well. This is to formally notify you regarding the terms and conditions of your lease for the property located at [Property Address]. Please find below the key terms of your lease:

- Lease Start Date: [Insert Start Date]
- Lease End Date: [Insert End Date]
- Monthly Rent: [Insert Rent Amount]
- Security Deposit: [Insert Deposit Amount]
- Utilities Included: [List Utilities]
- Late Payment Fee: [Insert Fee Details]

We encourage you to review these terms carefully. Should you have any questions or require further clarification, do not hesitate to contact us at [Insert Contact Information].

Thank you for your attention to this matter. We look forward to a successful leasing period.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Contact Information]