

# Notice of Update on Lease Agreement Clauses

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

We hope this message finds you well. We are writing to inform you about important updates regarding your lease agreement for the property located at [Property Address].

## Updated Clauses

- **Clause 1: Rent Payment Schedule** - The due date for rent payments will now be the [New Due Date].
- **Clause 2: Maintenance Responsibilities** - Tenants are now responsible for minor repairs under \$100.
- **Clause 3: Termination Notice** - A 60-day notice period is required for lease termination.

These changes will take effect as of [Effective Date]. We encourage you to review these updates carefully.

If you have any questions or require further clarification, please do not hesitate to reach out to us at [Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]