

Welcome to Your New Home!

Dear [Tenant's Name],

We are excited to welcome you to [Property Name/Address]! As part of your move-in process, we would like to provide you with important information to help you get settled into your new home.

Tenant Orientation Schedule

Your tenant orientation is scheduled for [Date & Time]. During this session, we will cover the following topics:

- Building Policies and Guidelines
- Emergency Procedures
- Maintenance Requests
- Community Amenities
- Contact Information

What to Bring

Please bring the following items to your orientation:

- Identification
- Lease Agreement
- Any questions you may have

If you are unable to attend the scheduled orientation, please let us know so we can arrange an alternative time.

We look forward to meeting you and helping you settle into your new home!

Best regards,

[Your Name]

[Your Title]

[Property Management Company]

[Contact Information]