

Property Rule Clarification

Date: [Insert Date]

To: [Leaseholder's Name]

Address: [Leaseholder's Address]

Dear [Leaseholder's Name],

We hope this letter finds you well. We are writing to clarify certain rules and regulations pertaining to your leasehold at [Property Address]. It has come to our attention that there may be some misunderstandings regarding the following rules:

1. **No Alterations:** Please be reminded that no alterations or additions to the property are permitted without prior written consent from the management.
2. **Common Areas:** The common areas are to be kept clear of personal belongings to ensure safety and accessibility for all residents.
3. **Noise Levels:** We ask that all residents maintain reasonable noise levels during quiet hours from [Insert Quiet Hours].

If you have any questions or require further clarification, please feel free to reach out to us at [Contact Information]. We appreciate your cooperation in maintaining a harmonious living environment.

Thank you for your attention to these matters.

Sincerely,

[Your Name]

[Your Position]

[Property Management Company Name]

[Contact Information]