

# Tenant Guest Policy Update Reminder

Dear [Tenant's Name],

We hope this message finds you well. This is a friendly reminder regarding the recent updates to our Guest Policy, which will take effect on [Effective Date].

As a valued tenant, it's important for us to ensure that you are aware of the changes made to the policy. The key updates include:

- All guests must be registered with management prior to their stay.
- Guests may not stay longer than [number] consecutive days without prior approval.
- Tenants are responsible for the behavior of their guests.

For the full text of the updated policy, please refer to our tenant portal or contact the management office.

Thank you for your attention to this matter. If you have any questions or concerns, please do not hesitate to reach out.

Best regards,

[Your Name]

[Your Title]

[Property Name]

[Contact Information]