

Overview of Tenant Obligations

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

As a valued tenant, we would like to provide you with an overview of your obligations under the lease agreement. Understanding these responsibilities ensures a harmonious living experience for all parties involved.

Your Obligations Include:

- Timely payment of rent on or before the due date.
- Maintaining the property in good condition and reporting any maintenance issues promptly.
- Complying with community rules and regulations.
- Respecting the rights of neighbors and maintaining noise levels at a reasonable volume.
- Obtaining prior written consent for any alterations to the property.
- Proper disposal of trash and keeping common areas clean.
- Notifying the landlord of any changes in occupancy or emergency contact information.

We appreciate your cooperation and commitment to upholding these responsibilities. Should you have any questions or require further clarification, please feel free to reach out.

Thank you for your attention to these matters.

Sincerely,

[Landlord's Name]

[Landlord's Contact Information]

[Property Management Company Name]