

Rental Contract Responsibilities

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

As per our rental agreement dated [Insert Agreement Date], we would like to outline the responsibilities expected of you during the term of your lease:

- Timely payment of rent on or before the due date.
- Maintain the property in a clean and orderly condition.
- Notify the landlord promptly of any maintenance issues or needed repairs.
- Comply with all local regulations and policies regarding property usage.
- Respect the property and refrain from causing any damages beyond normal wear and tear.

We appreciate your cooperation and look forward to a positive rental experience.

Sincerely,

[Landlord's Name]

[Landlord's Contact Information]