

Check-In Confirmation

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

We are pleased to confirm your upcoming check-in for your rental property located at [Property Address]. Your check-in details are as follows:

- **Check-In Date:** [Insert Check-In Date]
- **Check-In Time:** [Insert Check-In Time]
- **Access Instructions:** [Provide access instructions such as key location or digital entry code]

If you have any questions or need further assistance, please feel free to contact us at [Contact Information].

We look forward to welcoming you!

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Contact Information]