

Reminder: Rental License Renewal

Dear [Property Owner's Name],

This is a friendly reminder that your rental license for the property located at [Property Address] is set to expire on [Expiration Date]. To ensure continued compliance with local regulations, please initiate the renewal process as soon as possible.

For your convenience, we have provided the necessary documents and instructions for renewal on our website. If you have any questions or need assistance, do not hesitate to contact us.

Thank you for your attention to this matter. We appreciate your cooperation.

Sincerely,

[Your Name]
[Your Title]
[Your Organization]
[Contact Information]