

# Notice of Property Sale

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

We are writing to inform you that the property located at [Property Address] is being put up for sale. As a valued tenant, we want to ensure that you are aware of this decision and provide you with the necessary information regarding the process.

Please note the following:

- Effective date of notice: [Insert Date]
- Potential showings of the property will be scheduled, and you will receive advance notice.
- Your tenancy rights remain in effect during the selling process.

Should you have any questions or concerns, please do not hesitate to reach out to us at [Your Contact Information].

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]