

Reminder: Lease Signing Appointment

Dear [Tenant's Name],

This is a friendly reminder about your upcoming lease signing appointment.

Date: [Date]

Time: [Time]

Location: [Location]

Please ensure you bring the necessary documents for the lease signing.

If you have any questions or need to reschedule, feel free to contact me at [Your Contact Information].

Looking forward to seeing you!

Best regards,
[Your Name]
[Your Position]
[Your Company]