

# Tenant Relocation Offer

Date: [Insert Date]

[Tenant's Name]

[Tenant's Address]

[City, State, Zip Code]

Dear [Tenant's Name],

We hope this message finds you well. As part of our ongoing efforts to ensure your comfort and safety, we would like to offer you a temporary housing solution due to [reason for relocation, e.g., ongoing renovations, maintenance issues, etc.].

We have arranged for temporary housing at [Location/Hotel/Apartment Name], starting from [Start Date] to [End Date]. The accommodation is fully furnished and includes utilities, internet access, and [any additional amenities].

Details of the Offer:

- Address: [Temporary Housing Address]
- Duration: [Specific Dates]
- Monthly Rent: [Amount, if applicable]
- Contact Person: [Name and Contact Information]

We understand that relocating can be disruptive, and we are committed to making this transition as smooth as possible for you. If you have any preferences or specific needs during your stay, please do not hesitate to reach out to us.

We appreciate your understanding and cooperation during this time. Please confirm your acceptance of this offer by [Response Deadline] so that we can finalize the arrangements.

Thank you, and we look forward to your response.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Contact Information]