

Dear [Tenant's Name],

We hope this message finds you well. We wanted to take a moment to inform you about a slight delay in the commencement of your lease for the property located at [Property Address].

Due to [reason for delay], the start date of your lease will be shifted from [original start date] to [new start date]. We sincerely apologize for any inconvenience this may cause and appreciate your understanding in this matter.

Please do not hesitate to reach out if you have any questions or require further information.

Thank you for your understanding.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]