

NOTICE OF CHANGE OF PROPERTY MANAGEMENT

Property Name: _____ Date: _____

Dear Tenants, This letter serves as formal notification that the management of the property referenced above has changed. Effective immediately, the new property management company and contact information are provided below. All tenancy-related matters including rent payments, maintenance requests, and communications should be directed accordingly.

New Property Manager Information:

Company Name: _____
Manager Name: _____
Mailing Address: _____
Phone Number: _____
Email Address: _____

Rent Payment Instructions:

Please direct all future rent payments to the new property management company as follows. Failure to do so may delay your rent being properly credited and could result in late fees or other penalties.

Payment Address or Portal: _____
Accepted Payment Methods: _____

Maintenance Requests:

All maintenance requests should be submitted directly to the new property manager using the contact information listed above. Please include your unit number, a clear description of the issue, and your contact information.

Lease Agreement and Other Documents:

The terms of your existing lease agreement remain in full force and effect. Any questions or concerns regarding your lease or tenancy should be directed to the new property manager. Please retain a copy of this letter for your records.

Legal Compliance:

This notice complies with all applicable federal, state, and local laws governing landlord-tenant relationships and property management changes in the United States. The new property management company is authorized to act on behalf of the property owner with respect to all property management activities.

Questions or Concerns:

If you have any questions or concerns regarding this change in management, please contact the new property manager at the phone number or email address listed above.

PROPERTY MANAGER SIGNATURE

TENANT SIGNATURE

Signature: _____

Signature: _____

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