

Date: [Date]

Tenant Name(s): [Tenant Names]

Property Address: [Full Property Address]

Dear [Tenant Name(s)],

This letter serves as an addendum to the Lease Agreement dated [Lease Date] regarding your request for early occupancy of the premises located at [Property Address].

Permission is granted for you to take possession of the property starting on [Early Occupancy Date], prior to the official lease commencement date of [Official Start Date]. This early occupancy is subject to the following conditions regarding liability and insurance:

1. Tenant Liability: From the moment you receive the keys on [Early Occupancy Date], you assume full responsibility and liability for the premises. You agree to indemnify and hold the Landlord harmless from any damages, injuries, or claims arising from your use or possession of the property during this early occupancy period.

2. Renter's Insurance: You must provide proof of a valid Renter's Insurance policy with a minimum liability coverage of \$[Amount]. This policy must be active starting no later than [Early Occupancy Date]. Possession will not be granted until a Certificate of Insurance has been provided to the Landlord.

3. Property Condition: You accept the property in its current "as-is" condition. Any existing damage must be documented on the Move-In Inspection form prior to moving any personal belongings into the unit.

4. Terms of Lease: All other terms, rules, and regulations set forth in the original Lease Agreement remain in full force and effect during the early occupancy period.

By signing below, you acknowledge that you have read, understood, and agreed to the terms of this Early Occupancy Letter.

Sincerely,

[Landlord/Property Manager Name]

[Phone Number]

Tenant Acceptance:

[Tenant Signature] - [Date]

[Tenant Signature] - [Date]