

Dear [Resident Name],

Welcome to your new home at [Property Name/Address]!

We are delighted to have you join our community. We understand that downsizing is a significant transition, and our goal is to make your move as smooth and comfortable as possible. We hope this new space brings you less maintenance and more time to enjoy the things you love.

To help you settle in, here are a few useful details:

- **Move-in Packet:** Attached you will find information regarding trash pickup, mail delivery, and local amenities.
- **Maintenance:** If you need any assistance with your new home, please contact [Contact Name/Phone Number].
- **Community Events:** We host regular gatherings at [Location]. We would love to see you there!

If you have any questions or if there is anything we can do to help you get settled, please do not hesitate to reach out.

Warmly,

[Your Name/Management Name]

[Phone Number]

[Email Address]