

[Date]

[Tenant/Owner Names]

[Property Address]

[City, State, Zip Code]

Welcome to Your New Historic Home

Dear [Name],

Welcome to [Property Name, if applicable]. We are delighted to have you as the new resident of this historic property, originally built in [Year]. By living here, you are becoming a part of this building's long and unique history.

Because this property is a historic landmark, it features original architectural details such as [List features, e.g., crown molding, hardwood floors, or antique windows]. To help preserve these elements for future generations, we ask that you please follow the specific care guidelines provided in your move-in packet.

Important Maintenance Notes:

- **Original Woodwork:** Please use only approved cleaning products on the wood surfaces.
- **Plumbing & Electrical:** As with many vintage homes, systems can be sensitive. Please report any leaks or flickers immediately.
- **Alterations:** Please remember that no nails, paint, or structural changes are permitted without prior written approval to ensure we remain compliant with preservation standards.

We have included a brief history of the home and its previous occupants for your enjoyment. If you have any questions regarding the upkeep or history of the property, please do not hesitate to contact us.

We hope you enjoy the charm and character of your new home.

Sincerely,

[Your Name/Property Management Name]

[Contact Phone Number]

[Contact Email]