

Date: [Insert Date]

To: [Recipient Name/Homeowner Name]

Property Address: [Insert Property Address]

Subject: NOTICE OF EXPIRED PROFESSIONAL STAGING INTERVENTION

Dear [Recipient Name],

This letter serves as formal notification that the professional staging intervention period for the property located at [Insert Property Address] has officially expired as of [Insert Expiration Date].

According to our records and the terms of the initial agreement dated [Insert Agreement Date], the staging services provided were intended for a specific duration to facilitate the marketing and sale of the home. As this period has now concluded, the following actions are required:

- **Inventory Removal:** All furniture, decor, and rental items belonging to [Staging Company Name] must be removed by [Insert Removal Date].
- **Site Access:** Please ensure that the property is accessible to our team on [Insert Date] between the hours of [Insert Time Range] for de-staging.
- **Final Inspection:** A final walk-through will be conducted upon removal of items to document the condition of the property.

If you wish to extend the staging period, please contact us immediately at [Insert Phone Number] to discuss a contract extension and the associated daily/monthly rates. If no contact is made, we will proceed with the removal as scheduled.

Thank you for the opportunity to showcase your property. We look forward to a smooth transition.

Sincerely,

[Your Name/Company Representative]

[Your Company Name]

[Your Phone Number]

[Your Email Address]