

Date: [Date]

From:

[Landlord/Property Management Name]

[Address]

[Phone Number]

[Email]

To:

[Tenant Name]

[Property Address/Unit Number]

Subject: Notice of Relocation Support Following [Type of Disaster]

Dear [Tenant Name],

We are writing to officially address the condition of your rental unit following the recent [Name of Disaster, e.g., Hurricane/Flood/Fire] that occurred on [Date].

Due to the extent of the damage, it has been determined that the property is currently [uninhabitable / requires extensive repairs that cannot be performed while occupied]. As a result, you will need to relocate from the premises by [Move-out Date].

To assist you during this difficult time, we are providing the following support:

- **Security Deposit:** Your full security deposit of \$[Amount] will be returned to you by [Date/Method].
- **Rent Refund:** Pro-rated rent for the remainder of the month in the amount of \$[Amount] will be refunded.
- **Relocation Assistance:** [Detail any financial assistance, moving stipends, or temporary housing vouchers being provided].
- **Lease Termination:** Your lease agreement is hereby [terminated without penalty / suspended] effective [Date].

We have also attached a list of local resources and emergency housing agencies that may be able to provide further assistance during your transition.

Please contact us at [Phone Number] or [Email] to coordinate the handover of keys and the final inspection. We understand the stress this situation causes and are committed to making this transition as smooth as possible.

Sincerely,

[Signature]

[Printed Name]

[Title/Property Management Company]