

Date: [Date]

To: [Tenant Name]

Property Address: [Rental Property Address]

Dear [Tenant Name],

This letter is to formally notify you that the property located at [Property Address] has been sold. The ownership of the property was transferred from [Old Owner/Landlord Name] to [New Owner/Landlord Name] effective as of [Closing Date].

In accordance with the transfer of ownership, your security deposit in the amount of \$[Amount] plus any applicable interest has been transferred to the new owner. [New Owner Name] is now responsible for the holding and eventual return of your security deposit according to the terms of your lease agreement and local laws.

The contact information for the new owner/management company is as follows:

Name: [New Owner/Manager Name]

Address: [New Owner/Manager Mailing Address]

Phone Number: [New Owner/Manager Phone Number]

Email: [New Owner/Manager Email]

Future rent payments starting from [Date] should be directed to the new owner as per their instructions. All other terms and conditions of your existing lease agreement remain in full force and effect.

Sincerely,

[Old Owner/Manager Signature]

[Old Owner/Manager Printed Name]