

Provisional Introduction Letter

Subject: Temporary Introduction of Property Manager

Dear Residents,

[Manager Name] has been provisionally assigned as the Property Manager for [Property Name] while we complete final formalities. [He/She/They] will assist with daily property management and address any immediate resident concerns.

We appreciate your understanding and welcome [Manager Name] to our community.

Sincerely,

[Your Name]

[Position]

[Management Company]

Get more templates here:

<https://www.lettersandtemplates.com/letters/new-property-manager-introduction-letter>