

## Warm welcome to new apartment residents

Subject: Welcome to Your New Home at [Property Name]!

Dear [Resident Name],

Welcome to [Property Name]! We are thrilled to have you as part of our community. Your new home at [Unit Number] is ready for you, and we hope you'll find it comfortable and perfectly suited to your needs.

Our community offers many amenities including [list amenities: pool, gym, parking, etc.]. The resident portal is available at [website] where you can pay rent, submit maintenance requests, and stay updated on community events.

Your move-in checklist includes picking up your keys and parking passes from the office, scheduling a walk-through inspection, and reviewing our community guidelines. Our office hours are [hours] and we're always here to help.

We host monthly resident mixers and seasonal events - keep an eye out for invitations! If you have any questions or need assistance settling in, please don't hesitate to reach out.

Once again, welcome home!

Best regards,

[Property Manager Name]

[Property Management Company]

[Contact Information]

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