

[Your Name/Company Name]

[Your Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Recipient Name]

[Recipient Title/Company]

[Recipient Address]

[City, State, Zip Code]

RE: Verification of Executed Property Management Agreement

Dear [Recipient Name],

This letter serves as formal verification that a Property Management Agreement has been officially executed between [Owner Name] and [Management Company Name] for the property located at:

Property Address: [Full Property Address]

The details of the executed agreement are as follows:

- **Effective Date:** [Start Date]
- **Expiration Date:** [End Date/Renewal Terms]
- **Authorized Agent:** [Name of Property Manager]

Under this agreement, [Management Company Name] is authorized to act on behalf of the owner in matters regarding the management, leasing, maintenance, and financial operations of the aforementioned property.

Attached to this letter is a signed copy of the fully executed contract for your records.

If you require any further documentation or have questions regarding the validity of this agreement, please contact our office directly at [Phone Number].

Sincerely,

[Signature]

[Printed Name]

[Title]