

Date: [Insert Date]

To: [Tenant Name]

Address: [Property Address]

Subject: Reminder Regarding Snow and Ice Removal Policy

Dear [Tenant Name],

With the winter season approaching, we would like to remind you of the snow and ice removal policies outlined in your Lease Agreement.

According to your lease, responsibility for snow removal is as follows:

[Insert Responsibility: e.g., The Tenant is responsible for clearing all walkways, stairs, and driveways within 24 hours of snowfall.]

Key Requirements:

- Snow must be cleared from [List specific areas, e.g., front sidewalk, parking space].
- Ice should be treated with salt or sand to prevent slip hazards.
- Do not shovel snow into the public roadway or against the building foundation.

Maintaining clear and safe pathways is essential for the safety of all residents, guests, and mail carriers. Failure to comply with these terms may result in municipal fines or charges for professional removal services billed to your account.

If you have any questions regarding these procedures, please contact [Management Name] at [Phone Number/Email].

Thank you for your cooperation in keeping our property safe this winter.

Sincerely,

[Your Name/Property Manager Name]

[Company Name]