

Date: [Date]

To: [Tenant Name]

Property Address: [Rental Property Address]

Dear [Tenant Name],

This letter is to formally notify you that the ownership of the property located at [Property Address] has been transferred from [Previous Owner/Company Name] to [New Owner/Company Name], effective as of [Date of Transfer].

In accordance with this change in ownership, your security deposit in the amount of \$[Amount] has been transferred to the new owner. [New Owner/Company 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 security deposit is currently being held at the following financial institution:

Bank Name: [Bank Name]

Bank Address: [Bank Address]

Please note that all other terms and conditions of your existing lease agreement remain in full force and effect. Starting from [Date], all future rent payments should be directed to:

[Payee Name/Management Company]

[Payment Address or Online Portal Link]

If you have any questions regarding this transfer, please contact [New Owner/Manager Name] at [Phone Number] or [Email Address].

Sincerely,

[Your Name/Company Name]

[Your Title]