

Date: [Insert Date]

To: [Tenant Name]

Property Address: [Insert Property Address]

**RE: NOTICE OF CHANGE OF OWNERSHIP AND LEASE CONTINUATION**

Dear [Tenant Name],

This letter is to formally notify you that the property located at [Insert Property Address] has been sold. Effective as of [Insert Date of Transfer], the new owner of the property is [Insert New Owner/Company Name].

Please be advised that this change in ownership **does not** affect the validity of your current lease agreement. All terms, conditions, and expiration dates outlined in your existing lease remain in full force and effect. You are entitled to remain in the premises under the same conditions previously agreed upon.

**Rent Payments:**

Starting from [Insert Date of First Payment to New Owner], all future rent payments should be made payable to [Insert Payee Name] and sent to the following address:  
[Insert Payment Address or Online Portal Link]

**Security Deposit:**

Your security deposit in the amount of \$[Insert Amount] has been transferred to the new owner and will continue to be held in accordance with local laws and your lease agreement.

**Maintenance and Contact Information:**

For all future maintenance requests or inquiries regarding your tenancy, please contact:

Name: [Insert Name]

Phone: [Insert Phone Number]

Email: [Insert Email Address]

Thank you for your cooperation during this transition.

Sincerely,

[Signature of New Owner/Manager]

[Printed Name]

[Company Name, if applicable]