

**Date:** [Insert Date]

**To:** [Tenant Name]

**Attention:** [Contact Person]

**Address:** [Tenant Mailing Address]

**RE: ASBESTOS DISCLOSURE NOTICE FOR LEASED PREMISES**

**Property Address:** [Insert Full Address of Leased Space]

Dear [Tenant Name],

In accordance with federal and state safety regulations, [Landlord/Building Management Name] is providing this disclosure regarding the presence of Asbestos-Containing Materials (ACM) or Presumed Asbestos-Containing Materials (PACM) at the property referenced above.

Please be advised of the following:

- **Status:** [Select one: Asbestos is present / Asbestos is suspected to be present / No known asbestos based on inspection].
- **Location:** [Specify locations, e.g., floor tiles, pipe insulation, roofing, ceiling panels, or "See attached report"].
- **Condition:** The identified materials are currently in [Select one: good / stable / encapsulated] condition and do not pose a health risk as long as they remain undisturbed.

**Tenant Obligations:**

Pursuant to your lease agreement, the Tenant, its employees, and contractors are prohibited from drilling, sanding, cutting, or otherwise disturbing any surfaces or materials identified above without prior written consent from the Landlord. Any renovation or repair work must be coordinated with Management to ensure compliance with asbestos safety protocols.

A copy of the most recent asbestos survey/inspection report is [Select one: attached to this letter / available for review at the Management Office].

Please acknowledge receipt of this disclosure by signing below and returning a copy to our office.

Sincerely,

[Signature]

[Printed Name]

[Title]

[Landlord/Company Name]

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**ACKNOWLEDGMENT OF RECEIPT**

The undersigned Tenant hereby acknowledges receipt of this Asbestos Disclosure Notice.

**Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_