



NOTICE - MAILBACK OF TENANTS RIGHTS - RESPONSIBILITIES

Date

Tenant

Tenant

Address

City State Zip

Re: Statement of Tenant Rights and Responsibilities

Dear _____:

Enclosed please find a new Statement of Tenant Rights and Responsibilities that has been created as of July 1, 2020, by the Virginia Department of Community and Housing Development. This is a new form that has been created to inform tenants of their rights and responsibilities. We are providing this form to all tenants and ask that you read it, **sign it**, and return the signed copy to acknowledge that you have received it. Please **return it** to the office with your next rental payment, OR mail it back.

If you have any questions, please feel free to contact us.

Yours very truly,

Property Manager