

## **SAMPLE WELCOME LETTER TEXT**

Sample copy to include in a welcome letter sent to a resident after he/she has signed a lease.

### **Version 1**

Don't sweat the small stuff!

We know how much work goes into planning a move, so we're happy to alleviate some of that stress for you. <COMPANY NAME> has partnered with [Updater](#), an easy-to-use tool to help you organize and complete all of your moving-related tasks. With Updater, you can forward your mail, update accounts and records with your new address, set up your <UTILITIES>, secure your renters insurance policy, purchase moving supplies, and more. Keep an eye out for an email invitation to use the service for free.

### **Version 2**

We'd also like to introduce:

[Updater](#) – an easy-to-use tool to help you update accounts and records with your new address, forward mail, set up your <UTILITIES> account, secure your renters insurance policy, purchase moving supplies, and more. You can think of it as a small “welcome” to the <PROPERTY> community! Keep an eye out for an email invitation to use the service for free.

### **Version 3**

Streamline the move-in process.

We know how much work goes into planning a move, so we're happy to alleviate some of that stress for you. <COMPANY NAME> has partnered with [Updater](#), a completely free, easy-to-use tool to streamline all of your moving-related tasks, such as:

- Updating accounts and records with your new address
- Forwarding mail with the USPS
- Setting up your utilities and digital services
- Securing your renters insurance policy
- Purchasing moving supplies
- And more...

Keep an eye out for an email invitation to get started!