

Property Showing Notification Email

Hello (Potential Tenant),

This email is just a reminder email for the property viewing we have scheduled for tomorrow, (Date & Time).

During this time you can look through the property and I can answer any questions you may have about the property, our tenant selection process, the lease, or being a tenant with (Business Name).

I will also phone you tomorrow at the number you provided, (insert number), to confirm you are still able to attend. Please note, in respect to our tenants and other scheduled property viewings we do require a confirmation response to this email or our phone call tomorrow for the property viewing to proceed.

Thank you again for expressing interest in this property and I look forward to meeting you at (Property address) tomorrow.

(Your Name)
(Company Name)
(Company Address)
(Phone number)
(Email Address)