



Kasteel
PROPERTY MANAGEMENT

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1195 Spring Creek Pl Set. B Springville, UT 84663

Date

Tenant Names (Financially Responsible)

Tenant Full Address

This is a form letter being sent to all tenants.

Dear Resident,

As the holiday season approaches, we want to remind you of some important steps to help protect your home while you're away.

If you plan to travel, **please do not turn your heat off**. When the heat is off, pipes can freeze and burst—causing significant damage. You may lower the temperature, but **please keep it set no lower than 60°F** while you're gone.

It's also a good idea to **turn off the main water valve** if you'll be away for several days. This precaution helps prevent flooding in case of a plumbing issue. The main water shut-off is typically located in the basement or a utility closet—please make sure you know where it is before leaving.

You can review this and other maintenance tips in the tenant section at kasteelproperty.com.

Thank you for helping us keep your home safe and well-maintained.

Sincerely,

Company Name

Company Phone Number

Company Website