

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Guest's Name]
[Guest's Address]
[City, State, Zip Code]

Dear [Guest's Name],

Welcome to [Property Name]! We are thrilled to have you as our guest and hope you enjoy your stay. To ensure a pleasant experience for everyone, we kindly ask you to follow these rental rules:

1. ****Check-In/Check-Out Times****:
 - Check-In: [Time]
 - Check-Out: [Time]
2. ****Maximum Occupancy****:
 - The maximum number of guests allowed is [Number].
3. ****No Smoking****:
 - This is a non-smoking property. Smoking is not allowed inside or on the premises.
4. ****Pets****:
 - [Pet policy - e.g., "Pets are not allowed without prior approval." or "Pets are welcome with an additional fee."]
5. ****Quiet Hours****:
 - Please respect the neighbors by keeping noise to a minimum between [Time] PM and [Time] AM.
6. ****Property Respect****:
 - Please treat the property with care and leave it in the condition you found it.
7. ****Waste Disposal****:
 - Please dispose of all trash in designated bins.
8. ****Parking****:
 - [Parking instructions or restrictions.]
9. ****Damages****:
 - Guests are responsible for any damages caused during their stay.
10. ****Emergency Contact****:
 - For any issues or emergencies, please contact us at [Emergency Contact Number].

By confirming your reservation, you agree to abide by these rules.

Failure to comply may result in additional charges or termination of your stay.

Thank you for your understanding and cooperation. Have a wonderful stay!

Best regards,

[Your Name]
[Your Title/Role] (if applicable)
[Property Name]
[Property Address]
[City, State, Zip Code]