

## LETTER TO LANDLORD

Landlord Name: \_\_\_\_\_

Landlord Address: \_\_\_\_\_

**Re: Notice Regarding Rental Property**

Dear Landlord,

I am writing to you as the tenant of the rental property located at the address provided above. Please consider this letter as formal communication regarding my tenancy and any matters herein addressed. 1. RENT PAYMENT: I affirm that all rent payments have been made in a timely manner through the agreed payment methods unless otherwise communicated in writing. Any requests for adjustments or concerns will be promptly addressed. 2. PROPERTY CONDITION: I acknowledge the responsibility to maintain the premises in good condition. I agree to report promptly any damages, maintenance needs, or repairs required to keep the property safe and habitable. 3. ACCESS AND INSPECTION: I understand that you may need to access the property for inspection, repairs, or other legitimate purposes. I agree to provide reasonable notice per applicable laws and cooperate to facilitate such access. 4. LEASE TERMS: I am aware of and agree to abide by all terms and conditions stipulated in the lease agreement, including but not limited to use of premises, noise policies, and occupancy limits. 5. TERMINATION AND RENEWAL: Any notice of intent to terminate or renew the lease will be provided in accordance with the lease agreement and governing law requirements. 6. COMMUNICATION: I encourage open and timely communication to resolve any issues concerning the tenancy. Please feel free to contact me to discuss any aspect of this letter or other tenancy matters. Thank you for your attention and cooperation. Sincerely,

Tenant Name: \_\_\_\_\_

Tenant Address (if different): \_\_\_\_\_

Tenant Phone/Email: \_\_\_\_\_

**TENANT SIGNATURE**

**LANDLORD SIGNATURE**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

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