

Rental Agreement Request

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

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

Dear [Landlord's Name],

I am writing to formally request a rental agreement for the commercial property located at [Property Address]. I am interested in leasing the space for [duration of lease, e.g., 1 year] starting from [desired start date].

Please provide the necessary documentation regarding the terms and conditions of the rental agreement, including rental payment details and any additional fees. I would like to review the agreement at your earliest convenience to discuss any specific requirements we may have.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,
[Your Name]
[Your Position, if applicable]
[Your Company Name, if applicable]