

# Lease Modification Request

Date: [Insert Date]

To: [Landlord's Name]

[Landlord's Address]

[City, State, ZIP Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally request a modification of my current lease agreement for the property located at [Property Address].

Due to [briefly explain reason for modification, e.g., job relocation, financial changes, personal circumstances], I would like to propose the following modifications:

- [Modification 1: e.g., extension of lease term]
- [Modification 2: e.g., reduction of rent]
- [Modification 3: e.g., modification of payment terms]

I believe these adjustments will be mutually beneficial and will help maintain a positive tenant-landlord relationship. I respectfully request your consideration of these changes.

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

Sincerely,

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Phone Number]

[Your Email Address]