

Subject: Request for Key Replacement

Dear [Landlord/Property Manager's Name],

I hope this message finds you well. I am writing to kindly request a replacement for my apartment key as I have unfortunately misplaced my original key.

If possible, I would appreciate your assistance in providing a new key at your earliest convenience. I apologize for any inconvenience this may cause and assure you that I will take every precaution to prevent this from happening again in the future.

Thank you very much for your understanding and support. Please let me know if you need any additional information from my side.

Best regards,

[Your Name]

[Your Apartment Number]

[Your Contact Information]