

Approval Letter for Change of Rent Payment Method

Date: [Insert Date]

To,

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

Dear [Tenant's Name],

We are writing to inform you that your request to change the method of payment for your monthly rent has been approved. You may now proceed to use [New Payment Method, e.g., bank transfer, online payment portal, etc.] for your rent payments, effective immediately.

Please ensure that all future rent payments are made by the [New Payment Method] by the due date of each month to avoid any late fees.

If you have any questions regarding this change, feel free to reach out to us at [Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]
[Your Title/Position]
[Property Management Company Name]
[Contact Information]