

Dear [Landlord Name],

I hope this message finds you well. I am writing to formally request your approval for a lock replacement in my rented unit located at [Your Address].

Due to [brief reason for replacement, e.g., a malfunctioning lock, security concerns], I believe it is necessary to replace the current lock to ensure the safety and security of the premises.

I would appreciate your prompt attention to this matter. Please let me know if you approve of this replacement or if you require any further information from my side.

Thank you for your understanding and support.

Sincerely,

[Your Name]

[Your Phone Number]