

Lease Amendment Approval

Date: [Insert Date]

[Landlord's Name]

[Landlord's Address]

[City, State, ZIP]

[Tenant's Name]

[Tenant's Address]

[City, State, ZIP]

Dear [Tenant's Name],

We are writing to inform you that your request for an amendment to your lease dated [Original Lease Date] has been reviewed and approved. Below are the details of the lease amendment:

- **Amendment Effective Date:** [Effective Date]
- **Description of Amendment:** [Details of the Amendment]

Please sign and return a copy of this letter to confirm your acceptance of the amended lease terms.

If you have any questions or require further information, please don't hesitate to reach out.

Sincerely,

[Landlord's Signature]

[Landlord's Printed Name]

[Contact Information]