

Dear [Landlord's Name],

I hope this message finds you well. I am writing to kindly request a reference note regarding my potential tenant, [Tenant's Name]. As I am considering them for a rental at my property located at [Property Address], your insights would be invaluable.

Specifically, it would be helpful to know about their reliability as a tenant, their payment history, and any other observations you may have regarding their behavior and overall tenancy. Your feedback will greatly assist in my decision-making process.

Thank you for your time and assistance. If you need any further information, please feel free to reach out to me at [Your Phone Number] or [Your Email Address].

Best regards,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]