

# Tenant Application Reference Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request a personal reference as part of my tenant application for [property address or name of the landlord/company]. I believe that a reference from you would greatly enhance my application.

As you know, I have been [explain your relationship, e.g., your friend, colleague, etc.] for [duration of the relationship], and I believe you can speak to my character and reliability as a tenant.

If you are willing to provide a reference, please let me know if you would prefer to respond via email or phone, and I can provide any additional details you might need. I truly appreciate your help in this matter.

Thank you very much for considering my request. I look forward to hearing from you soon.

Best regards,

[Your Name]