

# Tenant Application Reference Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

[Rental Agency Name]

[Agency Address]

[City, State, ZIP Code]

Dear [Rental Agency Name],

I hope this message finds you well. I am writing to request a reference regarding my application for tenancy at [Property Address]. I have submitted my application and would greatly appreciate your assistance in providing a reference that can help support my eligibility.

My previous landlord, [Landlord's Name], can be reached at [Landlord's Phone Number] or [Landlord's Email Address]. They are familiar with my rental history and can provide insights into my character as a tenant.

If you need any additional information or documents from my side, please do not hesitate to reach out. Thank you for considering my request. I look forward to hearing from you soon.

Sincerely,

[Your Name]