

Relocation Reference Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to formally request a reference as I prepare for my relocation to [New Country/City] for [Reason for Moving]. As part of my housing application process, potential landlords require a reference regarding my previous rental history and character.

As you are aware, I have been a resident at [Your Current Address] for [Duration of Stay] and have always maintained a good record of timely rent payments and property upkeep. I believe your perspective as my [Landlord/Property Manager/Colleague] would provide valuable insight into my suitability as a tenant.

Should you agree to assist me with this request, I would be grateful if you could address aspects such as my reliability, responsibility, and overall behavior as a tenant. Your reference would greatly enhance my chances of securing housing in my new location.

If you need any information or a specific format for the reference, please let me know. I appreciate your consideration and help in this matter.

Thank you in advance for your time and support.

Sincerely,

[Your Name]