

Tenant Approval Request for Door Lock Change

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Landlord's Name]

[Landlord's Address]

[City, State, ZIP Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally request your approval to change the door lock on my rental unit located at [Your Rental Address].

There have been some security concerns that have prompted me to consider this change, and I believe that installing a new lock would greatly enhance my safety and peace of mind.

The new lock would be [provide details about the lock type and any additional security features], and I am happy to cover any associated costs. I assure you that I will provide a copy of the new key to you or maintain an alternative way for you to access the unit as needed.

I kindly ask for your prompt response to this request so we can ensure the safety of the premises. Thank you for considering my request.

Warm regards,
[Your Name]