

Tenant Appeal for Side Entrance Modification

Date: _____

To: [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 consideration for a modification to the side entrance of my unit located at [Your Address].

The current configuration of the entrance presents several challenges including [briefly list specific issues, e.g., accessibility, space constraints]. I believe that modifying the entrance would greatly improve the functionality and safety of the area.

I propose the following changes:

- [Detail proposed change #1]
- [Detail proposed change #2]
- [Detail proposed change #3]

I assure you that I will cover all costs associated with this modification and ensure that the work is completed by a licensed professional. Furthermore, I will ensure that any alterations comply with local building codes and regulations.

Thank you for considering my request. I am happy to discuss this matter further at your earliest convenience. Please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Your Phone Number]
[Your Email Address]