

Tenant Proposal for Side Entrance Alteration

Date: [Insert Date]

To: [Landlord's Name]

Address: [Landlord's Address]

From: [Your Name]

Address: [Your Address]

Subject: Proposal for Alteration of Side Entrance

Dear [Landlord's Name],

I hope this message finds you well. I am writing to propose an alteration to the side entrance of the premises located at [Property Address]. After careful consideration, I believe this change would not only enhance the functionality of our space but also improve the overall aesthetics of the property.

The proposed alteration includes:

- Installation of a new door for easier access.
- Modification of the existing steps to ensure safety.
- Enhancement of outdoor lighting for security purposes.

I have attached a detailed plan with illustrations for your review. I am willing to cover all associated costs, and I assure you that all work will comply with local building codes and regulations.

I would appreciate the opportunity to discuss this proposal further and address any concerns you may have. Please feel free to reach out to me at your earliest convenience.

Thank you for considering my request. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Phone Number]

[Your Email Address]