

# Key Replacement Cost Inquiry

[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 inquire about the cost associated with the replacement of my apartment keys. Unfortunately, I have misplaced my keys and would like to understand the process and any fees that may be involved in obtaining a replacement.

Please let me know the amount I should expect to pay for the replacement and any forms or procedures I must complete to facilitate this process.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]