

[Your Name]

[Your Current Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Landlord's or Rental Agency's Name]

[Property Address]

[City, State, ZIP Code]

Dear [Landlord's or Rental Agency's Name],

I hope this message finds you well. I am writing to inform you of a change to my address related to my rental application for the property located at [Property Address].

My previous address was [Old Address], and my new address is [New Address]. Please update your records accordingly.

Thank you for your attention to this matter. If you need any further information or documentation, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]