

Subject: Explanation for Late Submission of Rent

Dear [Landlord's Name],

I hope this message finds you well. I am writing to inform you about the delay in the submission of my rent for the month of [month/year].

Due to [brief explanation of the reason, e.g., unexpected medical expenses, loss of income, etc.], I was unable to submit my rent on time. I understand the importance of timely payments and sincerely apologize for any inconvenience this may have caused.

I have taken steps to ensure that this issue does not occur in the future, and I plan to submit the full payment by [specific date]. Thank you for your understanding and support during this difficult time.

Should you have any questions or require further information, please do not hesitate to reach out.

Thank you for your patience and understanding.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]