

# Colleague Reference Letter for Rental Housing Application

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Landlord's Name]

[Property Management Company]

[Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I am writing to provide a reference for my colleague, [Colleague's Name], who is applying to rent your property located at [Property Address]. I have had the pleasure of working with [Colleague's Name] at [Company Name] for [duration of time] and can confidently speak to their character and reliability.

[Colleague's Name] is a responsible and trustworthy individual. Throughout our time working together, they have consistently demonstrated professionalism, integrity, and respect for others. I have no doubt that they will maintain the same level of respect and responsibility in your property.

Additionally, [Colleague's Name] has a steady income as [Colleague's Job Title] at [Company Name], which further assures their ability to meet rental obligations in a timely manner. Their financial stability and commitment to maintaining a comfortable living environment make them an ideal tenant.

Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require any further information about [Colleague's Name].

Thank you for considering this application. I have every confidence that [Colleague's Name] will be a responsible tenant.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]