

Personal Reference Letter

[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 am writing to provide a personal reference for [Tenant's Name], who is applying to rent your property at [Property Address]. I have known [Tenant's Name] for [duration] and can confidently attest to their character and responsibility.

[He/She/They] is a respectful, trustworthy individual who consistently pays bills on time and takes great care of [his/her/their] living space. During our time together, I have witnessed [his/her/their] commitment to maintaining a clean and organized environment, which I believe makes [him/her/them] an ideal tenant.

[Tenant's Name] is also a very quiet and considerate neighbor. I have no doubt that [he/she/they] will respect the rules of your property and foster positive relationships with other tenants.

Please feel free to contact me if you have any questions or need further information. I am happy to assist in any way I can.

Thank you for considering my recommendation.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]