

Rental Application for Official Rent Receipt

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

To,

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I am writing to formally request an official rent receipt for the rental payments made for the property located at [Property Address]. As mentioned in our rental agreement, I would like to have a receipt for my records and for verification purposes.

Please provide the receipts for the following months:

- [Month/Year]
- [Month/Year]
- [Month/Year]

Thank you for your attention to this matter. I look forward to receiving the receipts at your earliest convenience.

Sincerely,

[Your Name]