

Rental Application Emergency Contact Modification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]

[Landlord/Property Manager's Name]

[Property Management Company Name]

[Address of the Company]

[City, State, Zip Code]

Dear [Landlord/Property Manager's Name],

I hope this message finds you well. I am writing to request a modification to my rental application regarding the emergency contact information.

Currently, my emergency contact is listed as [Current Emergency Contact Name and Number]. I would like to update this information to reflect the following:

New Emergency Contact Name: [New Emergency Contact Name]

New Emergency Contact Phone Number: [New Emergency Contact Phone Number]

Relationship to Emergency Contact: [Relationship]

Thank you for your attention to this matter. Please let me know if you require any further information.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]