

Personal Reference Letter

Date: [Insert Date]

To Whom It May Concern,

I am writing to recommend my friend, [Friend's Name], as a tenant for your apartment. I have known [Friend's Name] for [Number of Years] years and can confidently say that they are responsible, reliable, and respectful of their living environment.

[Friend's Name] has a steady income and has always paid rent on time during previous tenancies. I have witnessed their ability to maintain a clean and orderly living space, and I believe they would take great care of your property.

Additionally, [Friend's Name] is friendly and considerate, making them a great neighbor. I have no doubt that they will positively contribute to the community.

If you require any further information regarding [Friend's Name], please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for considering [Friend's Name] as a prospective tenant.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]