

# Personal Reference Letter

Date: [Insert Date]

To Whom It May Concern,

I am writing this letter to provide a personal reference for [Tenant's Name], who is seeking to rent an apartment at [Apartment Address]. As a community leader and [Your Position/Title] within [Community Organization/ Neighborhood], I have had the pleasure of knowing [Tenant's Name] for [Duration of Time].

[Tenant's Name] has always demonstrated a strong sense of responsibility and community engagement. They are respectful, reliable, and have consistently contributed positively to our neighborhood. I have seen them interact with neighbors and community members, and they have a reputation for being friendly and approachable.

I have no doubt that [Tenant's Name] would be an excellent tenant, treating their living space with care and being considerate of their neighbors. I highly recommend them for the apartment rental at [Apartment Address].

If you require further information or wish to discuss this reference in detail, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for considering this reference.

Sincerely,

[Your Name]

[Your Title/Position]

[Community Organization/ Neighborhood]

[Your Contact Information]