

# Lease Amendment Letter

Date: [Insert Date]

To: [Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

From: [Tenant's Name]

[Tenant's Address]

[City, State, Zip Code]

Subject: Amendment to Lease Agreement

Dear [Landlord's Name],

I hope this letter finds you well. I am writing to formally request an amendment to our existing lease agreement dated [Insert Original Lease Date] for the property located at [Property Address].

Specifically, I would like to propose the following changes to the lease terms:

- Change in rent amount from [Old Rent Amount] to [New Rent Amount].
- Change in lease duration from [Old Lease Duration] to [New Lease Duration].
- [Any other changes you wish to propose].

I believe these changes would be beneficial for both parties and would like to discuss this matter at your earliest convenience. Please let me know a suitable time for us to meet or talk.

Thank you for considering this amendment. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Contact Information]