

Request for Late Rent Fee Waiver

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Insert Date]

To [Landlord's Name],

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally request a waiver for the late fee incurred on my recent rent payment for [Month/Year]. As you know, I have consistently made timely payments throughout my tenancy at [Property Address].

This late fee has come as a result of [briefly explain the reason for the delay, e.g., an unexpected financial difficulty], which I believe is a one-time occurrence. I am fully committed to maintaining my good standing and ensuring that my rent payments are made on time moving forward.

Given my history of timely payments, I kindly ask you to consider waiving the late fee of [amount]. I greatly appreciate your understanding and support.

Thank you for your attention to this matter. I look forward to your positive response.

Sincerely,

[Your Name]