

# Tenant Improvement Request Form

**Date:** [Insert Date]

**To:** [Landlord/Property Manager's Name]

**From:** [Tenant's Name]

**Property Address:** [Warehouse Address]

## **Subject: Tenant Improvement Request for Warehouse Modification**

Dear [Landlord/Property Manager's Name],

I am writing to formally request approval for modifications to the leased warehouse space located at [Warehouse Address]. The requested improvements are essential to accommodate our business operations and enhance functionality.

### **Requested Modifications:**

- [Description of Modification 1]
- [Description of Modification 2]
- [Description of Modification 3]

The proposed modifications are expected to [mention any benefits such as improve efficiency, safety, etc.]. I assure you that all work will comply with local building codes and regulations.

I kindly ask for your approval to proceed with these improvements. Please let me know if you need any further information or if a meeting is required to discuss this request in detail.

Thank you for your consideration.

Sincerely,

[Tenant's Name]

[Tenant's Company Name]

[Phone Number]

[Email Address]