

Lease Alteration Mutual Acceptance

Date: [Insert Date]

From:

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To:

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

Subject: Mutual Acceptance of Lease Alteration

We are writing to formally confirm our mutual acceptance of the alterations to the Lease Agreement dated [Original Lease Date], concerning the property located at [Property Address].

The following modifications to the lease agreement have been agreed upon:

- [Detail of First Alteration]
- [Detail of Second Alteration]
- [Detail of Third Alteration]

Both parties acknowledge and agree to the changes outlined above. This letter serves as an official amendment to the original lease agreement.

Thank you for your cooperation and understanding.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]