Lease Obligations Detail Request

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 detailed account of my lease obligations for the property located at [Property Address]. In order to ensure compliance and proper management of my responsibilities, I would appreciate the following information:

- Payment schedule and amounts
- Maintenance responsibilities
- Rules and regulations regarding property use
- Any additional fees or charges
- Lease termination conditions

Please let me know if you need any further information from my side. I appreciate your prompt attention to this matter and look forward to your response.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Phone Number]

[Your Email Address]