

# Rental Reference Request

Date: [Insert Date]

To: [Landlord/Property Manager's Name]

[Landlord/Property Manager's Address]

[City, State, Zip Code]

Dear [Landlord/Property Manager's Name],

I hope this message finds you well. I am writing to request a rental reference for [Roommate's Name], who is applying to move in as my roommate at [Your Address]. As part of the screening process, the prospective landlord requires verification of [his/her/their] rental history.

[Roommate's Name] has lived at [Roommate's Address] from [Start Date] to [End Date]. During this time, [he/she/they] [paid rent on time/kept the property in good condition/was an overall responsible tenant]. I would greatly appreciate it if you could provide a reference regarding [his/her/their] tenancy.

Please let me know if you can assist with this request. You may reach me at [Your Phone Number] or [Your Email Address]. Thank you for your time and support.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]