

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[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 discuss the lease agreement for [Property Address]. Based on our recent discussions and the current market conditions, I would like to propose an adjustment to the lease terms.

As you are aware, [provide any relevant reasons for the lease adjustment, such as changes in market rates, maintenance issues, or other relevant circumstances]. I believe that an adjustment would be mutually beneficial and help maintain a positive landlord-tenant relationship.

I propose the following adjustments to the lease:

- Adjustment 1: [Details]
- Adjustment 2: [Details]
- Adjustment 3: [Details]

I am available for a meeting at your convenience to discuss this further. Thank you for your attention to this matter, and I look forward to your response.

Sincerely,

[Your Name]