

Dear [Applicant's Name],

Thank you for your interest in renting the property located at [Property Address]. We appreciate the time and effort you put into your rental application.

Unfortunately, we are unable to proceed with your application at this time due to missing documents. Specifically, we did not receive the following items:

- [List of Missing Documents]

We encourage you to gather the necessary documents and consider resubmitting your application in the future. If you have any questions or need further clarification, please feel free to reach out to us.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]