

Lease Addendum for Maintenance Responsibilities Update

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

From: [Landlord's Name]

Address: [Landlord's Address]

Dear [Tenant's Name],

This letter serves as an addendum to the lease agreement dated [Insert Original Lease Date] for the property located at [Insert Property Address].

Effective [Insert Effective Date], the following maintenance responsibilities will be updated:

- Tenant will be responsible for the maintenance of [Specify Areas/Items].
- Landlord will be responsible for the maintenance of [Specify Areas/Items].

All other terms of the original lease agreement remain in full effect and unchanged.

Please sign and return a copy of this addendum to acknowledge your acceptance of these updates.

Sincerely,

[Landlord's Name]

[Landlord's Contact Information]

Agreed and Accepted by:

[Tenant's Name]

Date: _____