

Lease Infraction Settlement Proposal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing in regard to the lease infraction notice dated [Insert Notice Date], which I received concerning [briefly mention the infraction]. I appreciate your attention to this matter and would like to propose a settlement to resolve this issue amicably.

To address the situation, I am willing to [insert proposed solutions, e.g., pay a fine, make necessary repairs, etc.]. I believe this will bring us to a satisfactory conclusion for both parties.

I value my tenancy and wish to continue fostering a positive relationship with you as my landlord. Please feel free to reach out to me if you would like to discuss this proposal further or if we could arrange a meeting at your convenience.

Thank you for your time and consideration. I look forward to your prompt response.

Sincerely,

[Your Name]