

Co-signer Responsibility Notification

Date: [Insert Date]

To: [Co-signer's Name]

Address: [Co-signer's Address]

Dear [Co-signer's Name],

This letter is to formally notify you of your responsibilities as a co-signer for the lease agreement between [Tenant's Name] and [Landlord's Name] for the property located at [Property Address].

As a co-signer, you agree to be responsible for ensuring that the tenant meets all obligations under the lease, including, but not limited to, timely payment of rent and adherence to all terms of the lease agreement. In the event that the tenant fails to comply with these obligations, you may be held liable for any unpaid rent or damages incurred.

Please review the attached lease agreement for further details regarding your responsibilities. If you have any questions or require further clarification, do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Company/Organization Name]

[Your Contact Information]