

Rent Arrears Adjustment Proposal

Date: [Insert Date]

To: [Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I hope this letter finds you well. I am writing to discuss my current rent situation, particularly regarding the outstanding arrears on my account. Due to [briefly explain reason for arrears, e.g., unexpected circumstances, job loss], I have encountered difficulties in meeting my rent obligations.

To address this matter, I propose the following adjustment plan:

- Reduction of my monthly rent by [insert amount or percentage] for the next [insert duration, e.g., 3 months].
- Payment of [insert proposed amount] towards the arrears each month until the balance is cleared.
- Reassessment of the agreement at the end of the adjustment period to determine feasibility of continuing this arrangement.

I genuinely appreciate your understanding and cooperation in this matter. I believe that this proposal would allow me to stabilize my financial situation while fulfilling my obligations to you as my landlord.

Thank you for considering my request. I am looking forward to your positive response.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]