

Rent Arrears Clarification

Date: [Insert Date]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to clarify the status of my rent payments for the property located at [Property Address].

As of [Insert Date], I have reviewed my records and noticed discrepancies regarding my rent arrears for the months of [List Months]. I would like to provide clarification and discuss potential solutions.

For your reference, I have attached copies of my payment receipts and bank statements. I kindly request that we arrange a time to discuss this matter further to ensure we can resolve it amicably.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]