

Letter of Acknowledgment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

Thank you for your prompt response regarding the dispute concerning [brief description of the dispute]. I appreciate you taking the time to address my concerns and provide clarification on the matter.

After reviewing your response, I acknowledge your points and would like to discuss further steps we can take to resolve this situation amicably. It is important for both of us to reach a satisfactory agreement and maintain a positive landlord-tenant relationship.

I look forward to your reply and hope we can set a time to discuss this further.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Phone Number]

[Your Email Address]