

Subject: Request for Lease Flexibility

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[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 formally request some flexibility regarding my lease agreement for the property located at [Property Address]. Due to [briefly explain reason, e.g., unforeseen financial circumstances, job loss, medical emergencies], I am finding it increasingly challenging to meet the current lease terms.

I have been a tenant at your property since [start date of lease], and I have always aimed to maintain timely rent payments and take care of the premises. I truly value my residence and would like to continue living here.

To help ease my current situation, I kindly ask if we could discuss potential options for lease flexibility, such as [mention specific requests, e.g., reduced rent, temporary rent deferment, extending the lease term]. I believe that we can find a solution that works for both of us without compromising the integrity of our agreement.

Thank you for considering my request. I am hopeful we can discuss this matter further at your earliest convenience. Please let me know a suitable time for us to talk.

Sincerely,

[Your Name]