

# Roommate Addition Request

Date: [Insert Date]

To: [Landlord/Property Owner's Name]

Address: [Landlord/Property Owner's Address]

Dear [Landlord/Property Owner's Name],

I hope this message finds you well. I am writing to formally request approval for the addition of a new roommate to our family home located at [Insert Address].

The prospective roommate is [Insert Roommate's Full Name], who is a [Insert Relationship, e.g., friend, relative, etc.], and they will be occupying the [Specify Room, e.g., spare bedroom] starting from [Insert Start Date].

We believe that this change will not only benefit our family dynamics but also align with the terms of our lease agreement.

If you have any questions or require further information, please don't hesitate to reach out. I look forward to your positive response.

Thank you for your attention to this matter.

Sincerely,

[Your Full Name]

[Your Contact Information]