

Letter of Clarification on Rent Payment Issues

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[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 you regarding some issues I have encountered related to my rent payments for the property located at [Property Address].

As per our rental agreement dated [Insert Agreement Date], my rent is due on the [Insert Due Date] of each month. However, I would like to clarify [briefly explain the issues, e.g., late payments, changes in payment methods, discrepancies in amounts].

To resolve these matters, I propose the following actions: [suggest solutions or actions you plan to take, such as providing documentation, setting up a payment plan, etc.].

Thank you for your understanding and cooperation. I look forward to your prompt response.

Sincerely,

[Your Name]