

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Landlord's Name or Property Manager's Name]

[Company or Apartment Complex Name]

[Address]

[City, State, Zip Code]

Dear [Landlord's/Property Manager's Name],

I hope this message finds you well. I am writing to inquire about any available affordable rental unit opportunities within your property or complex.

As a potential tenant, I am particularly interested in options that provide a balance of affordability and quality living conditions. I would greatly appreciate any information you might have regarding current or upcoming vacancies, including details on application processes, rental terms, and any financial assistance programs that may be available.

Thank you for your time and assistance. I look forward to your prompt response.

Sincerely,

[Your Name]