

# Rental Bond Transfer Request

Date: [Insert Date]

To: [Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

We are writing to formally request the transfer of the rental bond for the property located at [Property Address] due to the dissolution of our partnership. The details of the parties involved are as follows:

## **Current Tenants:**

- [Tenant 1 Name] - [Tenant 1 Contact Information]
- [Tenant 2 Name] - [Tenant 2 Contact Information]

Due to the partnership dissolution, [Tenant 1 Name] will be assuming full responsibility for the rental bond. We kindly request the bond amount of [Insert Bond Amount] be transferred to [Tenant 1 Name].

We appreciate your prompt attention to this matter and look forward to your swift response. Should you require any further information or documentation, please feel free to contact us at your convenience.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Contact Information]