

# Rental Cost Itemization

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

We hope this message finds you well. Below is the detailed itemization of the rental costs associated with your lease agreement for the property located at [Property Address]:

## Rental Cost Breakdown:

Description	Amount (\$)
Monthly Rent	[Insert Monthly Rent]
Security Deposit	[Insert Security Deposit]
Utilities (Electric, Water, Gas)	[Insert Utilities Cost]
Maintenance Fees	[Insert Maintenance Fees]
Late Payment Charge (if applicable)	[Insert Late Charge]

## Total Rental Cost: [Insert Total Cost]

Should you have any questions regarding this itemization, please do not hesitate to contact us.

Thank you for your attention.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]