

# Rental Expense Clarification Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to clarify the details regarding the rental expenses associated with my lease of [Property Address]. I would like to address the following points:

- **Rental Amount:** [Specify Amount]
- **Due Date:** [Specify Due Date]
- **Recurring Expenses:** [List any additional expenses, e.g., utilities, maintenance]

If you require any further information or documentation to support this clarification, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Name]