

Letter of Appeal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Landlord/Property Manager's Name]

[Property Management Company Name]

[Property Address]

[City, State, ZIP Code]

Dear [Landlord/Property Manager's Name],

I hope this letter finds you well. I am writing to appeal for clarification regarding the lease contract I signed on [Insert Date]. I believe there might be a misunderstanding concerning [specify the clause or issue, e.g., rental amount, duration, or maintenance responsibilities].

According to my understanding of the lease, [Briefly explain your interpretation or concern]. However, upon further review, [Explain any discrepancies or points of confusion].

To ensure both parties have a clear understanding, I kindly request a meeting or written explanation to resolve this matter at your earliest convenience. I appreciate your attention to this issue and look forward to your prompt response.

Thank you for your understanding.

Sincerely,

[Your Name]