

# Rent Payment Request

Date: [Insert Date]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally request the payment for rent due for the property located at [Property Address]. As per our agreement, the rent is due on [Due Date], and the amount is [Amount].

To ensure timely processing, please arrange for the payment to be made by [Payment Due Date]. If there are any issues or if you require further information, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email]