

*Your Name*

*Company Name*

*Phone Number*

*Email*

*Your Address*

*City, State, Zip Code*

Subject: Rental reference letter for [Name]

Dear [Landlord's name] or To whom it may concern,

I hope you're well! I'm writing to you in regard to [Name] and their credibility as a potential tenant at your rental property. I work as a [title] at [company name] where [Name] is currently employed.

[Name] has been employed with [company name] since [month/year employment began] and I have known them for [time frame]. Additionally, I can validate [Name's] income as [yearly salary].

It's without any hesitation that I write this rental reference letter for [Name]. They continuously demonstrate responsibility and accountability and perform required tasks on time. They are trustworthy and honest. Additionally, [Name] is always respectful to colleagues and consistently shows up on time, ready to work.

I believe that the above-mentioned qualities will make [Name] a good, responsible tenant.

If you have any questions, feel free to contact me at [phone number] or [email].

Sincerely,

*[Your Name]*

*[Date]*