

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email]

[Date]

[Landlord or Property Manager's Name]
[Landlord's Address]
[City, State, Zip Code]

RE: Notice of Financial Hardship and Request for Rent Relief

Dear [Landlord's Name],

I am writing to you as your tenant at [Your Rental Address]. I am writing to formally request a temporary adjustment to my rent due to unexpected financial hardship caused by [reason: e.g., medical emergency, job loss, reduction in hours].

Due to these circumstances, my ability to meet my full monthly rent obligation of \$[Rent Amount] has been significantly impacted. I value my residency here and wish to remain in good standing. Therefore, I would like to propose the following temporary arrangement:

- A temporary rent reduction to \$[Proposed Amount] per month for the next [Number] months.
- A payment plan to cover any deferred balance once my financial situation stabilizes.
- A waiver of late fees during this specific period.

I have attached documentation regarding my current financial status to support this request. I am committed to keeping you updated on my situation and resuming full payments as soon as possible.

Please let me know if you are open to discussing this proposal or if there is a specific form you require me to complete. I look forward to hearing from you soon.

Sincerely,

[Your Signature]

[Your Printed Name]