

Subject: Confirmation of Original Rent Amount Due

Date: [Insert Date]

To: [Tenant Name]

Address: [Property Address]

Dear [Tenant Name],

This letter serves as a formal confirmation regarding the original monthly rent amount for the premises located at [Property Address].

As per the terms of your lease agreement dated [Lease Start Date], the total monthly rent due is **\$(Amount)**.

Please ensure that this full amount is paid on or before the [Day] of each month. This confirmation is intended to ensure both parties are in agreement with the base financial obligations of the tenancy.

If you have any questions regarding this notice or your payment schedule, please contact [Landlord/Property Manager Name] at [Phone Number] or [Email].

Sincerely,

[Landlord/Property Manager Name]

[Company Name, if applicable]