

SAMPLE LETTER FROM PRIOR LANDLORD

DATE

Housing Corp.
2020 Place Pl.
Yourtown, CA 98765

To Whom It May Concern,

My name is Elizabeth Draper and I am the on-site manager of the building located at 2468 Avenue Way in Capitol City. I have known Ms. Applicant and her family for more than 5 years.

Ms. Applicant moved into our building in August 2012. She and her family have been honest, reliable, and responsible. They have always been on time with their rent and get along well with their neighbors. We have never had an issue with Ms. Applicant or her family during her tenancy.

Overall, Ms. Applicant and her family are good tenants and neighbors. We are sad to see them leave but we understand that Ms. Applicant is moving to Yourtown next month. I would be happy to have them again as tenants if they ever decided to return to Capitol City.

If I can provide any additional information, just give me a call.

Elizabeth Draper
Phone: 555-915-4321
Email: bdraper@landlords.com