**Rental Reference Letter Template**

**[Your Name]**
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

**To Whom It May Concern,**

I am writing to provide a rental reference for **[Tenant’s Full Name]**, who rented my property at **[Rental Property Address]** from **[Start Date]** to **[End Date]**.

During their tenancy, **[Tenant’s First Name]** consistently demonstrated responsibility and reliability. Rent payments were made **[on time/early/with no issues]**, and the tenant maintained the property in good condition, adhering to all lease terms and property rules.

In addition to their financial reliability, **[Tenant’s First Name]** was respectful of neighbors and demonstrated excellent communication throughout the tenancy. At the conclusion of the lease, the property was left in **[excellent/good]** condition, requiring only normal maintenance.

Based on my experience, I would not hesitate to recommend **[Tenant’s Full Name]** as a tenant. I believe they will be an asset to any rental property and a responsible member of the community.

If you require any further information, please feel free to contact me at **[Your Phone Number]** or **[Your Email Address]**.

Sincerely,
[Your Signature]
[Your Printed Name]

**Rental Reference Letter Example**

**Michael Turner**
245 Oakwood Drive
Denver, CO 80205
michael.turner@email.com
(303) 555-8921
August 29, 2045

**To Whom It May Concern,**

I am writing to provide a rental reference for **Sarah Johnson**, who rented my property at **1427 Maple Street, Denver, CO 80205** from **June 1, 2041** to **July 31, 2044**.

During her tenancy, Sarah consistently demonstrated responsibility and reliability. Rent payments were made **on time without exception**, and she maintained the property in excellent condition, following all lease terms and community rules.

In addition to her financial reliability, Sarah was respectful toward neighbors and demonstrated excellent communication throughout her tenancy. At the conclusion of the lease, the property was left in **excellent condition**, requiring only routine maintenance.

Based on my experience, I would not hesitate to recommend Sarah Johnson as a tenant. I believe she will be an asset to any rental property and a responsible member of the community.

If you require any further information, please feel free to contact me at **(303) 555-8921** or **michael.turner@email.com**.

Sincerely,
Michael Turner

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