

Sample Letter: Renter to Landlord

Date, 2020

[Landlord Name or Leasing Company]

[Address]

[City, State Zip]

Dear **[Landlord's Name or Leasing Company]**,

In **[Month, 2020]**, I was **[laid off/furloughed]** from my job. My income has been reduced from **[\$[previous income]** to **[\$[current income]**. As a result, I am unable to pay **[Month, 2020]** rent and I am reaching out to set up a repayment plan to make up for any missed rent payments related to the Covid-19 disruptions.

I expect to be able to resume payments as soon as I start receiving unemployment benefits or I am able to resume working, whichever happens first. As you may be aware, the unemployment application process is taking longer because of all the filings happening at once.

Thank you for your consideration.

[Your Signature]

[Address]

[City, State, Zip]

[Cell Phone or Contact #]

[Email address]