

Approval Letter for Apartment Rental Application

[Your Name]

[Your Position]

[Address]

[City, State, ZIP Code]

[Date]

[Recipient's Name]

[Address]

[City, State, ZIP Code]

Subject: Approval for Apartment Rental Application

Dear [Recipient's Name],

Congratulations! Your application to rent the apartment located at [property address] has been approved. The lease agreement will take effect from [start date] and will be subject to the terms outlined in the attached document.

We kindly request that you provide [specific documents, e.g., proof of income, identification, etc.] and make the necessary payments to finalize the process.

Feel free to reach out to us for any questions or additional assistance.

Sincerely,

[Your Full Name]

[Your Position]

[Contact Information]