**Landlord Reference Letter Template**

horizontal line

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

**[Recipient's Name]  
[Recipient's Address]  
[City, State, ZIP Code]**

### **Subject: Reference Letter for [Tenant's Name]**

**Dear [Recipient's Name],**

**I am writing to provide a reference for [Tenant's Name], who has been renting my property at [Property Address] for the past [number] years/months. Throughout their tenancy, [Tenant's Name] has demonstrated responsible behavior, promptness in rent payments, and respect for the property.**

### **Rental History**

* **Property Address:**
  + **[Property Address]**
* **Duration of Tenancy:**
  + **From [Start Date] to [End Date]**
* **Monthly Rent Amount:**
  + **$[Amount]**

### **Payment Record**

**[Tenant's Name] consistently paid rent on time and never missed a payment. Their financial reliability was exemplary, and they have always been cooperative when it came to any financial matters.**

### **Property Maintenance**

**[Tenant's Name] took excellent care of the property. They ensured the property was clean and well-maintained. Any minor repairs needed were communicated promptly, and they often took the initiative to handle minor issues themselves.**

### **Behavior and Conduct**

**[Tenant's Name] has been a model tenant, maintaining a peaceful and friendly relationship with neighbors. They followed all community guidelines and regulations, ensuring a harmonious living environment.**

**I highly recommend [Tenant's Name] as a tenant. Should you have any further questions, please feel free to contact me at [Your Phone Number] or [Your Email Address].**

**Sincerely,**

**[Your Name]  
[Your Signature]**