

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

[Recipient's Name]
[Landlord/Property Manager's Name]
[Property Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Rental Agreement Confirmation

I hope this letter finds you well. I am writing to formally confirm the rental agreement for the property located at [Property Address].

Details of the agreement are as follows:

- **Tenant(s):** [Your Name]
- **Landlord:** [Landlord/Property Manager's Name]
- **Rental Period:** [Start Date] to [End Date]
- **Monthly Rent:** [Amount]
- **Security Deposit:** [Amount]

I appreciate the opportunity to reside at your property and will ensure timely payment of rent and adherence to all terms outlined in the agreement.

Please let me know if there are any additional documents or further steps required to finalize the rental process.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]