

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

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Subject: Short-Term Rental Agreement

Dear [Recipient's Name],

This letter serves as a formal short-term rental agreement between [Your Name] (hereinafter referred to as "Landlord") and [Recipient's Name] (hereinafter referred to as "Tenant").

1. ****Property Address****: [Rental Property Address]
2. ****Rental Period****: [Start Date] to [End Date]
3. ****Rental Amount****: \$[Amount] per [Night/Week/Month], due on [Payment Due Date].
4. ****Security Deposit****: \$[Amount], refundable upon satisfactory inspection of the property at the end of the rental period.
5. ****Utilities Included****: [List utilities included, if applicable].
6. ****Terms and Conditions****: [Briefly outline any important rules or restrictions].

By signing below, both parties agree to the terms outlined in this agreement.

Landlord Signature: _____ Date: _____

Tenant Signature: _____ Date: _____

Sincerely,
[Your Name]