

Monthly Rent Template Letter

Landlord Name and Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RE: September 2020 Rent Payment

Dear Landlord,

My name is \_\_\_\_\_ and I am a tenant at the following address:

\_\_\_\_\_.

Enclosed is payment for September 2020 rent in the amount of \$\_\_\_\_\_.

I am aware that I owe you rent for prior months during the COVID-19 pandemic. **Do not apply the enclosed payment to any rent or other debt incurred prior to September 1, 2020.**

Thank you for your patience during this very difficult time. If you have any questions, please contact me. My phone number is \_\_\_\_\_.

Sincerely,

\_\_\_\_\_

Signature

\_\_\_\_\_

Name

Enclosed:

\_\_\_\_\_ Money Order # \_\_\_\_\_

\_\_\_\_\_ Check # \_\_\_\_\_

\_\_\_\_\_ Cash, for which a receipt is requested