

June 17, 2017

John Smith
iPropertyManagement
(street address of business, if applicable)
(city, state, zip code)

To Whom It May Concern,

I am writing this letter on behalf of Jane Doe, a tenant of my property at 555 Main Street. Ms. Doe has been a tenant of my two-bedroom apartment since June 18, 2016.

She made her final rent payment of \$1,100 to me on June 18, 2017. That was the full amount she owed me for that month. She has completely paid her balance to me. She paid rent on time almost every month throughout the two years she rented from me. When she didn't pay on time, we talked beforehand and worked out a plan.

She left my unit in good condition. I have inspected the unit, and I do not plan to use her deposit to make any repairs.

There were no complaints from neighboring tenants about Ms. Doe or her dog. The dog didn't damage my property either. She was never rude or disrespectful to me either.

She and I had a good relationship. She called me to arrange payments and make reasonable repairs, like tom the A/C unit and the plumbing. She followed her lease properly.

She told me two months in advance about her intention to move out of the city and closer to her family. I had plenty of time to find a new tenant before she left. I never filed an eviction against her.

Should Ms. Doe wish to move back to the city and rent from me, I would gladly rent her an available unit.

You are welcome to contact me at (555) 555-5555, and I will happily answer any other questions you may have.

Best,



John Smith