Whitefield Estate Agents Ltd

76 – 78 Colne Road

Brierfield

Lancashire

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DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To whom it may concern,

I am writing to confirm that: *(tenant(s) name)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Moved into: *(address)*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

On: *(date)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Their tenancy started on: *(date)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*and is fixed until: *(date)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The rent is £\_\_\_\_\_\_\_\_\_\_\_\_\_ per calendar month.

If you have any further questions, please feel free to contact us on the above contact details.

Kind regards

Agent name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agent signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_