

MM/DD/YY

Name of Condominium

Address

Re: Personal reference letter

Dear Sir or Madam,

I confirm that I have known full name for ___ years.

At all times I have found him (her) to be reliable, honest, hard-working and conscientious .

I know that he (she) lives quietly and he (she) is very responsible for rent and apartment.

If you have any question, please call me at any time.

Very truly yours,

Signature Date

Print your name

Phone Number