

[Date]

[Tenant Name]

[Tenant Address]

Dear Tenant,

You have received notice for a lease violation (attached). Due to the uncertain times we are living in, further relief may be available to you, depending on the circumstances that led to this lease violation.

The form below is optional. If you do choose to fill it out, please keep a copy for your own records, and return a copy to us.

Sincerely,

[Landlord name]

[Landlord address]

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I, \_\_\_\_\_(tenant names),

hereby certify that the attached lease violation is a result of:

☐ COVID-19, or

☐ circumstances unrelated to COVID-19.

(please check only one box)

If requested,

☐ I am able to provide documentation verifying the circumstances around this lease violation, or

☐ I am not able to provide documentation verifying the circumstances around this lease violation.

(please check only one box)

\_\_\_\_\_(signature)

\_\_\_\_\_(date)