[Your Name] [Your Address] [City, State, Zip Code] [Email Address] [Phone Number]

[Date]

[Landlord's Name] [Landlord's Address] [City, State, Zip Code]

Dear [Landlord's Name or To Whom It May Concern],

I am writing to provide a character reference for my friend, [Friend's Name], who is applying to rent your property at [Address of Rental Property]. I have known [Friend's Name] for [number of years/months], and I believe that he/she would be an excellent tenant.

During the time I have known [Friend's Name], I have found him/her to be responsible, trustworthy, and considerate. [He/She] has always been dependable and maintains a good relationship with neighbors and the community. [He/She] takes pride in maintaining [his/her] home and always ensures it is kept clean and tidy.

As a friend, I have had the opportunity to witness [Friend's Name]'s financial responsibility firsthand. [He/She] manages [his/her] finances wisely and has always paid bills on time. I am confident that [Friend's Name] will treat your property with the same level of care and respect.

[He/She] is a person of integrity and has a good moral character. I have no doubt that [Friend's Name] will comply with the terms of the lease agreement and will be an outstanding tenant. If you have any further questions, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for considering my input. I hope this letter provides the information you need.

Sincerely, [Your Name]