

[Your firm name and logo]

[Firm name]

[Firm address]

[Date]

[Property management company or landlord]

Re: Rental application of [Applicant name], [property address, unit]

Dear [Leasing contact name],

Purpose

[Applicant name] has asked us to write to you in support of the rental application named above.

Our records

Our firm prepared [Applicant name]'s federal income tax returns for [YYYY] and [YYYY]. On both, [Applicant name] reported self-employment income from [business or profession].

Amount (optional)

As reported on the [YYYY] return as filed, and without verification by us, net profit was \$[amount].

What this letter is not

The returns were based on information [Applicant name] gave us, which we did not audit or verify. We give no opinion on [Applicant name]'s present income, finances or ability to pay rent.

Use

This letter is for your use with this application only, speaks as of its date, and is sent with [Applicant name]'s written consent dated [date].

License

You may confirm my license with the [State] Board of Accountancy, license number [number].

Sincerely,

[CPA name], CPA

[Firm name]

[Phone]