

[Your Name/Company Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Date]

[Landlord or Property Manager Name]

[Landlord Address]

[City, State, Zip Code]

**RE: Request for Extension of Lease Guarantee - [Property Address]**

Dear [Landlord Name],

I am writing to formally request an extension of the existing lease guarantee associated with the lease agreement for the property located at [Property Address], which is currently set to expire on [Current Expiration Date].

As the current lease term has been extended until [New Lease End Date], it is necessary to align the guarantee period to ensure continued security for the duration of the tenancy. [Name of Guarantor] has expressed their willingness to continue acting as the guarantor under the same terms and conditions as the original agreement.

Please find the attached "Extension of Guarantee" form for your review. Once approved, we will ensure all parties sign the document and return a copy for your records.

If there are specific forms or additional documentation required by your office to process this extension, please let me know at your earliest convenience.

Thank you for your continued cooperation.

Sincerely,

[Your Signature]

[Your Printed Name]