

[Current Date]

[Tenant Name]

[Tenant Address]

[City, State, Zip Code]

Re: Denial of Request to Assign Lease for [Property Address]

Dear [Tenant Name],

I am writing to formally respond to your written request dated [Date of Tenant Request] regarding the assignment of your lease agreement to [Proposed Assignee Name].

After a thorough review of the application and supporting documentation provided, I am informing you that your request to assign the lease has been denied at this time.

This decision was based on the following reason(s):

[Insert specific reason, e.g., Proposed assignee does not meet credit requirements / Proposed use of premises is inconsistent with lease terms / Failure to provide required financial documentation].

Please be advised that according to your current Lease Agreement dated [Original Lease Date], you remain fully responsible for all terms, conditions, and rent payments through the remainder of your lease term ending on [Lease End Date].

If you have any questions regarding this decision, please contact me in writing.

Sincerely,

[Landlord or Property Manager Name]

[Contact Phone Number]

[Contact Email Address]