

[Your Name]
[Your Current Address]
[City, State, Zip Code]
[Date]

[Guarantor Name]
[Guarantor Address]
[City, State, Zip Code]

Dear [Guarantor Name],

I am writing to formally ask if you would be willing to act as a guarantor for my upcoming lease renewal at [Property Address].

I have decided to renew my lease for another [Term Length, e.g., 12 months], starting on [Start Date]. For this new term, I will be adding a new roommate, [New Roommate Name], to the lease agreement. To finalize the renewal and the addition of the new tenant, the landlord requires a guarantor to co-sign the lease to ensure the total rent is covered.

As a guarantor, you would be responsible for the rent and any lease obligations only in the event that we are unable to fulfill them. I have attached the draft of the new lease agreement and the landlord's guarantor application form for your review.

Please let me know if you are comfortable with this request or if you need any further information regarding the property or my new roommate's background.

Thank you for your time and for considering this request.

Sincerely,

[Your Signature]
[Your Printed Name]