

[Date]

[Tenant Name]

[Property Address]

[Unit Number]

Subject: Final Month Prorated Rent Calculation

Dear [Tenant Name],

As your lease agreement is scheduled to end on [Move-out Date], your rent for the final month of [Month, Year] has been prorated accordingly.

The calculation for your final payment is as follows:

- **Full Monthly Rent:** \$[0.00]
- **Number of Days in Month:** [30/31]
- **Daily Rent Rate:** \$[0.00]
- **Number of Days Occupied:** [Number of Days]
- **Total Prorated Amount Due:** \$[0.00]

Please ensure that the total prorated amount of **\$(0.00)** is paid by [Due Date] via your usual payment method.

Thank you for your cooperation during this transition. Please reach out if you have any questions regarding this calculation.

Sincerely,

[Landlord/Manager Name]

[Phone Number]

[Email Address]