

Date: [Insert Date]

[Applicant Name]  
[Applicant Address]  
[City, State, ZIP Code]

Dear [Applicant Name],

Thank you for your recent application to rent the property at [Rental Property Address]. We appreciate your interest in becoming a resident at our community.

After careful consideration and review of your application, including the results of your credit report, we regret to inform you that we are unable to approve your rental application at this time. Our decision was based, in whole or in part, on information contained in your credit history report.

If you have questions about the information reported or believe there may be inaccuracies in your credit file, you have the right to contact the consumer reporting agency directly to dispute or clarify the details. Below is the contact information for the credit reporting agency used:

[Credit Reporting Agency Name]  
[Agency Address]  
[City, State, ZIP Code]  
[Agency Phone Number]

Please note that the agency did not make this decision and cannot provide specific reasons why your application was denied.

We appreciate your interest in our property and wish you the best in your search for housing. If your circumstances change in the future, you are welcome to reapply.

Sincerely,  
[Landlord/Property Manager Name]  
[Company Name, if applicable]  
[Contact Information]