

ATTACHMENT 2 (2 pages)

Template Letter: Request for Rent Relief Due to Government Shutdown

[Your Name]

[Rank], United States [Branch of Service]

[Mailing Address]

[City, State, ZIP Code]

[Phone Number]

[Email Address]

Date: [Insert Date]

To:

[Landlord's Name or Property Management Company]

[Address]

[City, State, ZIP Code]

Re: Request for Rent Relief During Government Shutdown for [insert address of property]

Dear [Landlord's Name],

I am writing to inform you of a temporary financial hardship due to the current federal government shutdown. As an active-duty member of the United States [Branch of Service], my military pay has been suspended or delayed during this period.

Because of this interruption, I respectfully request temporary relief from my rental obligations. Specifically, I request that my rent payment be deferred, delayed, or reduced. Once normal pay is resumed, I propose to increase future rent payments by **[\$[amount] over [number] rent payments** until any deferred, delayed, or reduced amounts are paid in full.

This request is made in good faith, with every intention of fulfilling my lease obligations in full once pay is restored.

I propose the following:

1. Defer/delay/reduce rent for the period covering [insert date(s)].
2. Resume normal rent when pay is reinstated.
3. Apply a repayment plan of **[\$[amount] extra per month for [number] of months** until the deferred balance is fully repaid.

Please confirm in writing whether this arrangement is acceptable, or let me know if you would prefer an alternative adjustment. I am happy to provide documentation of my pay status (such as an LES or command verification) if needed. If my proposed resolution is acceptable and for your convenience, I have prepared the attached addendum to the lease for your review and approval.

Thank you for your understanding, consideration, and support of military families during this difficult time.

Respectfully,

[Signature (if printed)]

[Your Typed Name, Rank, Branch]

**Rent Repayment Agreement Addendum
(Military Tenant – Government Shutdown Hardship)**

This Rent Repayment Agreement (“Agreement”) is entered into on **[Date]**, by and between:

Landlord/Property Manager: [Landlord’s Name/Company]

Tenant: [Your Name, Rank, Branch of Service]

Property Address: [Rental Property Address]

1. Background

Due to the federal government shutdown, Tenant, an active-duty member of the United States [Branch of Service], has experienced a temporary suspension or delay in receiving military pay. Tenant has requested temporary rent relief, and Landlord has agreed to the terms outlined below.

2. Deferred/Reduced Rent

- Rent for the period covering **[Month/Year(s)]** is hereby **[deferred / delayed / reduced]** in the amount of **[\$[Total Amount Deferred/Reduced]]**.
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3. Repayment Plan

Tenant agrees to repay the deferred or reduced rent once normal pay is reinstated, according to the following schedule:

- Regular monthly rent of **[\$[Base Rent Amount]]** will resume on **[Date]**.
 - In addition, Tenant shall pay an extra **[\$[Repayment Amount]] per month** for **[Number] consecutive rent payments**, until the deferred balance of **[\$[Total Balance]]** is paid in full.
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4. No Late Fees or Penalties

Landlord agrees that no late fees, penalties, or negative credit reporting will apply to the deferred amount, provided the repayment plan is followed.

5. Legal Protections

Both parties acknowledge that this Agreement is entered into in good faith in recognition of the **Servicemembers Civil Relief Act (SCRA), 50 U.S.C. §§ 3901–4043**, which provides eviction protections and authorizes courts to adjust lease obligations when military service materially affects a servicemember’s ability to pay.

6. Entire Agreement

This Addendum shall be attached to and made part of the Lease Agreement dated **[Original Lease Date]**. All other terms of the lease remain unchanged.

7. Signatures

Tenant:

[Your Name, Rank, Branch of Service]

Date: _____

Landlord/Property Manager:

[Landlord/Manager Name]

Date: _____