

Name:

Address:

E-mail/Phone:

Date:

To:

Landlord/Letting Agency/Agent Name:

Landlord/Letting Agency Address:

Request for Written Confirmation of Occupancy and Tenancy Rights

Dear,

I am writing to formally confirm that I have been residing at
since.....contributing towards rent and household bills on a regular basis.

I understand that the tenancy agreement issued for this property was placed solely in the name of However, it is my understanding that my occupation was known to..... from the beginning, and that rent contributions and occupancy were arranged and accepted without objection.

Given my established residence, rent contributions, and legal rights under the Housing Act 1988 and subsequent case law (*Street v Mountford 1985*), I respectfully request a written acknowledgment of my occupancy and tenancy rights.

This request is intended to ensure clarity for all parties, to fulfil legal requirements, and to avoid misunderstandings regarding tenancy obligations and rights.

I respectfully request a written reply to this letter **within 14 days** from the date of receipt. Should no response be received, I will assume that my occupancy and tenancy rights remain acknowledged by default under current UK housing legislation.

Yours sincerely,

Name:

Signed:

(I will keep a copy of this letter and proof of delivery.)