***Important note:***

*Please note that this letter should be personalised depending on your situation, namely the fields highlighted in yellow. Don’t forget to delete our comments in* ***grey*** *and this note.*

Mr/Ms

Your name

Your address

**Registered letter**

Name of the landlord

Address of the landlord

Place, date

**Request for reduction of the rent for the apartment** *(insert address)*

Dear Mr/Mrs

On DD Month YYYY the mortgage interest rate declined to 1.25%.

For this reason, I am requesting a reduction in my net rent of CHF X effective DD Month YYYY (enter the next due date for your rent payment).

*(****Important note:*** *To calculate the rent reduction, use one of the following* [*rent calculators*](https://www.asloca.ch/calculateur-de-loyer/)*:https://www.comparis.ch/immobilien/mietzinsreduktion or https://www.mieterverband.ch/mv/mietrecht-beratung/ratgeber-mietrecht/unterlagen-tools/mietzinsrechner.html)*

I request a written reply by DD Month YYYY. *(Date of the letter + 30 days)*

If you reject my request, please state your reasons within the same time period.

In case of an unfavourable response, I reserve the right to contact the responsible arbitration authority or to pursue my claim to a reduction in the rent.

I would appreciate a prompt reply.

Yours sincerely

Name and signature