

Your Name
Your Address

Date

Landlord's Name
Landlord's Address

Dear {Enter Landlord's Name}:

I am writing regarding repairs that are needed to the apartment/house (*choose one*) located at {enter address} that I am renting from you.

The specific problems that must be repaired are:

Make a list: (*Examples are listed below*)

No hot water

Plumbing problem (*be specific*)

No heat

Ceiling cracking etc.

As you may recall, we discussed these problems on {enter date of discussion}. (*Use this line only if it applies.*)

I believe that these defects are a breach of our lease agreement and a violation of the Implied Warranty of Habitability.

If these conditions are not corrected in {enter a number of days}, I intend to exercise my legal right to make the necessary repairs and deduct the cost from my rental payment. (*Include any estimates you may have that show the anticipated cost of the repairs.*)

I would appreciate your prompt attention to this matter.

Sincerely,

Your Signature

Print Your Name