*Date*

*Landlord’s Name  
Landlord’s Address*

Dear *{Enter Landlord’s Name}:*

I am writing to you regarding repairs that are needed to the apartment/house *(choose one)* located at *{enter address}* that I am renting from you. The specific problem(s) that must be repaired are:

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

No hot water

Plumbing problem *(be specific)*

No heat

Ceiling cracking, etc.

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

I would appreciate it if you would make these repairs as soon as possible. If these conditions are not corrected within a reasonable period of time, I intend to exercise my legal right to reduce the rent, make the repairs myself and deduct it from the rent, or withhold my rental payment(s), etc. *(pick one)*

I would appreciate your prompt attention to this matter.

Sincerely,

*Your Signature*

Print Your Name

Your Contact Information