

Tenant Damage Repair Cost Notification

Date: [Insert Date]

[Tenant's Name]

[Tenant's Address]

Dear [Tenant's Name],

This letter serves to inform you about the damages that were identified during the inspection of the property located at [Property Address] following your tenancy. We have assessed the cost of repairs needed to restore the property to its original condition.

The following damages were noted:

- [Description of Damage 1] - Estimated Repair Cost: [Cost]
- [Description of Damage 2] - Estimated Repair Cost: [Cost]
- [Description of Damage 3] - Estimated Repair Cost: [Cost]

The total estimated cost of repairs amounts to [Total Cost]. We kindly ask you to address this cost within [specified time frame] as per our lease agreement.

If you have any questions or concerns regarding these charges, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company/Property Management Name]

[Your Address]