

Tenant Exterior Repair Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally request exterior repairs at my residence located at [Your Address]. I have noticed the following issues that pose safety concerns:

- [Describe the specific exterior repair needed, e.g., broken stairs, loose handrails, etc.]
- [Describe any additional concerns, if applicable.]

These issues have made it difficult to ensure safe access to the property and could lead to potential accidents. I kindly ask for your prompt attention to this matter to ensure the safety and well-being of all residents.

Please let me know how we can proceed with these repairs. Thank you for your attention to this matter.

Sincerely,

[Your Name]