

# Floor Damage Assessment Request

Date: [Insert Date]

To: [Landlord/Property Management Name]

Address: [Landlord Address]

Dear [Landlord/Property Manager's Name],

I hope this message finds you well. I am writing to formally request an assessment of the floor damage in my apartment [Apartment Number] located at [Apartment Address].

On [Insert Date of Incident], I noticed significant damage to the flooring in [specify area, e.g., the living room, kitchen, etc.]. The damages include [briefly describe the nature of the damage, e.g., cracks, water damage, etc.]. This issue has started to cause [mention any issues caused by the damage, e.g., safety hazards, inconvenience, etc.].

I kindly request that a qualified professional assesses the damage at your earliest convenience. Please let me know how you would like to proceed and if you require any further information from my side.

Thank you for your prompt attention to this matter. I look forward to your swift response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]