

Window Repair Request for Energy Efficiency

Date: [Insert Date]

[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 request a repair for the windows in my apartment, [Your Apartment Number], due to concerns regarding energy efficiency.

Recently, I have noticed that the windows are not sealing properly, which has led to drafts and increased energy consumption for heating and cooling. This issue not only affects the comfort of my living space but also contributes to higher utility bills.

To ensure that the apartment maintains optimal energy efficiency, I kindly ask that a professional assessment and repair be conducted at your earliest convenience.

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

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]