

Tenant Complaint Regarding Property Upkeep

Your Name

Your Address
City, State, Zip Code
Email Address
Phone Number
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 formally address some concerns regarding the upkeep of the property I am renting at [Your Rental Address].

Despite my previous verbal requests, I have observed the following issues that require urgent attention:

- [Describe the first issue, e.g., "The heating system is not functioning properly."]
- [Describe the second issue, e.g., "There are leaks in the kitchen that need fixing."]
- [Describe any additional issues.]

These concerns have begun to affect my living conditions, and I would appreciate your prompt attention to these matters. I kindly request that these issues be addressed within [insert timeframe] to ensure a comfortable living environment.

Thank you for your understanding. I look forward to your prompt response.

Sincerely,
[Your Name]