

Notice of Maintenance Issues

Date: [Insert Date]

To: [Landlord's Name]

Address: [Landlord's Address]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally notify you of several maintenance issues that have been affecting my [apartment/house] at [Your Address] since [Date Issues Began]. Despite previous communications regarding these matters, they remain unresolved.

The following issues need urgent attention:

- [Description of Issue 1]
- [Description of Issue 2]
- [Description of Issue 3]

As a tenant, I kindly request that you address these maintenance issues within [reasonable time frame, e.g., 14 days] to ensure a safe and comfortable living environment. If these issues are not resolved promptly, I may need to consider further action as outlined in our rental agreement.

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

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]