

Property Damage Complaint

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 am writing to formally notify you of a property damage issue that has arisen at my residence located at [Your Address]. On [Date of Incident], I discovered [describe the damage and the circumstances leading to it, e.g., a leak, damaged flooring, etc.].

This issue has caused [mention any inconvenience or additional problems caused by the damage]. I kindly request that you address this matter as soon as possible to prevent further damage and ensure that the living conditions remain safe and comfortable.

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

Sincerely,
[Your Name]