

# Property Damage Complaint

Date: [Insert Date]

To: [Landlord's Name]

[Landlord's Address]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally notify you of property damage that has occurred in my rented unit located at [Your Address].

On [Date of Incident], I discovered damage to [describe the specific damage, e.g., "the bathroom ceiling due to water leakage"]. This issue has impacted my living conditions and may require urgent attention. I have attached photographs for your reference.

As a tenant, I understand my rights regarding property maintenance and repairs. I kindly request that you take prompt action to address this matter, as it is causing [mention any inconveniences caused by the damage, e.g., "mold growth and disruption of my daily life"].

Please let me know how you intend to resolve this issue within [insert reasonable time frame, e.g., "14 days"] to ensure that it can be fixed accordingly.

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

Sincerely,

[Your Name]

[Your Contact Information]