

# Home Maintenance Complaint

Date: [Insert Date]

To: [Landlord/Property Manager Name]

Address: [Landlord/Property Manager Address]

Subject: Home Maintenance Complaint

Dear [Landlord/Property Manager Name],

I hope this letter finds you well. I am writing to formally bring to your attention a maintenance issue that has arisen in my unit ([Your Apartment Number]) at [Property Address].

The issue pertains to [describe the specific problem, e.g., a leaking faucet, broken heating system, etc.]. I first noticed the problem on [insert date], and despite my attempts to resolve it (e.g., turning off the faucet, adjusting the thermostat), the issue persists.

For your reference, I have attached the following documentation:

- Photographs of the issue.
- A record of prior communication regarding this matter.
- Any relevant repair estimates or quotes.

I kindly request that this issue be addressed as soon as possible, as it is affecting my living conditions. Please let me know how you plan to proceed. I appreciate your attention to this matter.

Thank you for your prompt response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]