

Property Defects Disclosure

Date: [Insert Date]

Recipient: [Insert Recipient Name]

Company: [Insert Recipient Company]

Address: [Insert Recipient Address]

Dear [Recipient Name],

Subject: Disclosure of Property Defects - [Property Address]

This letter serves to disclose any known defects related to the property located at [Property Address], which is currently being offered for sale or lease. As part of our commitment to transparency and compliance with applicable state and local laws, we wish to inform you of the following issues:

- [Defect 1: Description]
- [Defect 2: Description]
- [Defect 3: Description]

We recommend that you conduct a thorough inspection of the property to assess these and any other potential issues.

Should you have any questions or require further information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Company Address]