

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally complain about the quality of the water supply in my apartment located at [Your Apartment Address].

Over the past [duration], I have noticed that the water has been [describe the issue, e.g., discolored, has an unusual odor, tastes strange, etc.]. This raises concerns regarding its safety for consumption and use.

I kindly request that you investigate this matter promptly and take appropriate action to ensure the water quality is restored to acceptable standards. Please inform me of the steps that will be taken to address this issue.

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

Sincerely,

[Your Name]