

Tenant Notification for Property Repair Needs

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 some repair needs in my apartment located at [Your Apartment Address].

The following issues require attention:

- [Describe the first repair needed, e.g., leaking faucet in the kitchen]
- [Describe the second repair needed, e.g., broken window in the living room]
- [Describe any additional repairs needed]

I would appreciate it if you could arrange for these repairs at your earliest convenience. Please let me know if you need any further details or if you would like to schedule a time for maintenance to come and assess the situation.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Contact Information]