

[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 address some discrepancies I have identified in my lease agreement for the property located at [Property Address].

Upon reviewing the lease agreement dated [Lease Agreement Date], I noticed the following issues:

- Discrepancy 1: [Description of Discrepancy]
- Discrepancy 2: [Description of Discrepancy]
- Discrepancy 3: [Description of Discrepancy]

I believe it is important for both parties to have a clear understanding of the terms outlined in the lease. I would appreciate your review of these issues and any clarification you can provide.

Thank you for your prompt attention to this matter. I look forward to hearing from you soon.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]