

Request for Repairs

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[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 request necessary repairs in my rented unit located at [Your Address]. As per our rental agreement, it is your responsibility to maintain the property, and I believe the following issues require your attention:

- [Description of the first issue]
- [Description of the second issue]
- [Description of the third issue]

I kindly ask for these repairs to be addressed by [Insert reasonable deadline], as they are affecting my living conditions. Please let me know when you can arrange for someone to assess and carry out the necessary work.

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

Sincerely,

[Your Name]