

# Inspection Report Request

Date: [Insert 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 request an inspection report for the property located at [Property Address]. As per our lease agreement and local regulations, I believe it is important to maintain transparency regarding the condition of the premises.

Please let me know when it would be convenient for you to conduct this inspection. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Contact Information]