

Repair Request Cost Estimate

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 request a cost estimate for repairs needed in my unit, [Your Apartment Number/Address], as follows:

- Repair Item 1: [Description] - Estimated Cost: [Amount]
- Repair Item 2: [Description] - Estimated Cost: [Amount]
- Repair Item 3: [Description] - Estimated Cost: [Amount]

Please let me know how I should proceed with these repairs, and if you require any further information or access to the unit for assessment.

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

Sincerely,

[Your Name]

[Your Contact Information]

[Your Apartment Number/Address]