

Formal Complaint About Late Repairs

[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 am writing to formally address my concerns regarding the ongoing delays in repairs at my residence located at [Your Address]. Despite multiple requests made on [dates of requests], the necessary repairs have yet to be addressed, severely impacting my living conditions.

The following issues require immediate attention:

- [Briefly describe the first issue, e.g., leaky faucet, broken heater]
- [Briefly describe the second issue, e.g., mold, broken window]
- [Continue listing any other significant issues]

These delays have made it increasingly difficult to maintain a safe and habitable environment. I kindly request that you prioritize these repairs and respond to this matter promptly. I expect a timeline for when the repairs will be completed by [specific date].

Thank you for your attention to these urgent matters. I look forward to your swift response.

Sincerely,

[Your Name]