

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Landlord/Property Manager's Name]  
[Property Management Company Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Landlord/Property Manager's Name],

I am writing to formally express my concern regarding the deteriorating conditions of my apartment located at [Your Apartment Address]. Over the past [duration], I have noticed several issues that have not only affected my living experience but also pose potential health and safety risks.

Specifically, I would like to bring to your attention the following concerns:

- [List specific issues, e.g., water leaks, mold, damaged flooring]
- [Another issue]
- [Another issue]

Despite my previous verbal and written communication regarding these matters, the issues remain unresolved. I kindly request that urgent action be taken to address these problems to ensure a safe and habitable living environment.

I look forward to your prompt response and a timeline for when these issues will be addressed. Thank you for your attention to this matter.

Sincerely,  
[Your Name]