Your Address

 Your Address

 Your Address

 Your Address

 Today’s Date

Landlord’s Name

Landlord’s Address

Landlord’s Address

Landlord’s Address

Landlord’s Address

Landlord’s Address

Dear *[Landlord’s Name]*

Re: Request for repairs at *[your address]*

I am a tenant at the above address and I am writing to inform you of repair work that needs to be carried out at the property.

The repair work needed is:

***[List repairs]***

I am concerned that the disrepair may cause more damage to the property if it is not fixed quickly.

*[If the problem is affecting your health or that of your family you can add:*

I am also worried that the problem may have an adverse effect on my health *[and the health of my family]*.

***[Add details of how it may affect your health]***

Please contact me as soon as possible to arrange a time for the repair work to be carried out.

I look forward to hearing from you soon.

Yours sincerely

*Signature*

*[Add your name]*

Contact telephone number: *[Add your phone number]*