[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 hope this letter finds you well. I am writing to bring to your attention certain matters that constitute a violation of the lease agreement signed between us on [Date]. It is my expectation that these issues will be promptly addressed to ensure the proper functioning of our landlord-tenant relationship.

Upon reviewing the terms outlined in our lease agreement, I have identified the following violations:

[Specify the first violation, providing details and dates]

[Specify the second violation, providing details and dates]

[Continue as necessary]

These violations negatively impact my ability to enjoy the premises in accordance with the terms we agreed upon. As a tenant, I have fulfilled my responsibilities outlined in the lease agreement, and I expect the same level of commitment from you as the landlord.

According to our lease agreement, it is imperative that both parties adhere to the terms and conditions specified therein. I kindly request that you address these violations within [reasonable timeframe, typically 14 or 30 days] from the date of receipt of this letter.

If the violations are not rectified within the stipulated timeframe, I may have no choice but to pursue legal remedies available to me, which may include filing a complaint with the relevant housing authority, withholding rent as permitted by law, or seeking legal counsel for further advice on this matter.

I believe that amicable resolution is in the best interest of both parties. To that end, I suggest that we schedule a meeting to discuss these issues and find a mutually satisfactory resolution. Please contact me at [Your Phone Number] or [Your Email Address] to arrange a suitable time for this meeting.

I trust that you will treat this matter with the urgency it deserves. Your prompt attention to these concerns will help maintain a positive landlord-tenant relationship and ensure the smooth continuation of our lease agreement.

Thank you for your cooperation.

Sincerely,

[Your Name]