[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 some necessary repairs that are needed in my rental unit located at [Your Address]. As a tenant, I understand my responsibilities in maintaining the property, and I have consistently fulfilled those obligations. However, there are issues that require your prompt attention to ensure the habitability and safety of the premises.

List of Repairs Needed:

[Description of the first repair needed]

[Description of the second repair needed]

[Continue as necessary]

I kindly request that these repairs be addressed as soon as possible. Timely action is crucial to prevent further damage and to maintain a livable environment. Additionally, I want to bring to your attention that these issues may be in violation of the implied warranty of habitability, which requires landlords to maintain rental units in a habitable condition.

I would appreciate it if you could arrange for a qualified professional to assess the situation and carry out the necessary repairs promptly. Please inform me of the schedule for the repairs and provide any information regarding access to the property if needed.

If the repairs are not addressed within a reasonable timeframe, I may have no choice but to explore other options to ensure that my rights as a tenant are upheld. I believe in maintaining open communication and resolving issues amicably, and I hope we can work together to address these concerns promptly.

Thank you for your prompt attention to this matter. I can be reached at [Your Phone Number] or [Your Email Address] to discuss this further or to schedule a convenient time for the repairs.

Sincerely,

[Your Name]

[Tenant's Signature, if sending a hard copy]