*Please add the Landlords Name and address in the box above*

Date:…………………………………….

Dear Landlord/Letting Agent

**Re: Request for repairs**

*Please add your address in the box above*

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:

*Please list the repairs in the box above*

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

*Please add if you feel the repairs are impacting on the health of you and your family.*

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

Name…………………………………………………….

Telephone Number…………………………………….