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See the repair letter on the next page.

- At the top-right, fill in your name and address.
- At the top-left, fill in your landlord's name and address and today's date.
- Then tell your landlord what unit you live in, describe the problem(s), and give them a way to reach you.
- Don't forget to sign your name and print your name at the bottom.

Dear \_\_\_\_\_ :

I rent a home from you. The home is located at

There are defects at the home I rent from you. I would like you to fix these problems. The problems at my home are:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Please contact me in the next seven (7) days to let me know when you can fix these problems. If you do not repair within 30 days of this letter, I will repair the defect and deduct from the rent the actual and reasonable cost of the work, not to exceed one-half of one month's rent.

Please contact me at

Sincerely,