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See the repair letter on the next page.

- You can fill this out by hand (use a pen) or by using a computer.
- 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. You can sign it online or by hand.
- Keep a copy for yourself.

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.

Please contact me at

Sincerely,
