

Formal repair complaint

Subject: Request for Urgent Repairs in Apartment

Dear [Landlord's/Property Manager's Name],

I am writing to formally bring to your attention the urgent need for repairs in my rental unit located at [address]. The heating system has not been functioning for the past two weeks, causing significant discomfort, especially with the current weather conditions.

As per our lease agreement, it is the responsibility of the landlord to ensure basic utilities and facilities are in working order. I kindly request that the necessary repairs be completed at the earliest possible time.

If the issue is not addressed promptly, I may have to consider further actions as permitted under tenancy laws. I appreciate your immediate attention to this matter.

Sincerely,

[Tenant's Name]

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