

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Property Owner's Name]
[Property Owner's Address]
[City, State, Zip Code]

Dear [Property Owner's Name],

I hope this message finds you well. I am writing to bring to your attention some rental issues that I have been experiencing at [Rental Property Address].

[Describe the specific issues you are facing, such as maintenance problems, lease concerns, or disturbances. Include relevant details and dates if applicable.]

I believe that addressing these matters promptly will contribute to a more positive rental experience for both parties. I kindly request your assistance in resolving these issues at your earliest convenience.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,
[Your Name]