

Written Request for Repairs

_____ *Name of the property where I live*

_____ *Address where I pay rent*

_____ *City, State, Zip*

<u>Delivery Method:</u>
<input type="checkbox"/> Certified Mail # _____
<input type="checkbox"/> Regular Mail
<input type="checkbox"/> In Person

Repairs Request for Unit # _____ Date: _____

I am writing to request repairs. The following problem(s) in my rental unit are a threat to my health and safety:

I request that these problems be addressed as soon as possible, as required by Texas law. Please provide me a written explanation if there will be a delay in fixing the problem(s) listed above. If you or your representatives require entry into my home to inspect or fix the problem(s) listed in this letter, please give me 24 hours' notice before coming.

Thank you for your attention to this matter,

Signature: _____

Printed Name: _____

Phone: _____