

Subject: Property Repairs; Initial Notification

Dear [landlord or agent name]

I am writing to you about [your address] as I have concerns about the presence of damp and mould in the property and the potential for a negative impact on my health. I am requesting that you follow-up these concerns as appropriate to ensure these issues are addressed and resolved in a timely manner.

The things that need to be fixed are:

- [list the repairs needed].

The disrepair may cause more damage to the property if it is not fixed soon.

I am also worried the problem could affect my health because [write how it could affect your health or delete if not applicable].

Please contact me to arrange a time for the repairs.

I look forward to hearing from you as soon as possible.

Yours sincerely

[Your name]