Requesting Repairs

TO:			
	Landlord's name		
FRO	M:	A 11	
	Tenant's name	Address	
RE:	Request for repairs or m	aintenance	
Date			
The r	repairs or maintenance need	led are:	
1			
2			
3			
4			
	e you will take quick action deration.	n on the issues listed above. Thank you for	your
Since	erely,		