

# Written Request for Repairs

\_\_\_\_\_  
*Name of the property where I live*

\_\_\_\_\_  
*Address where I pay rent*

\_\_\_\_\_  
*City, State, Zip*

Delivery Method:

Certified Mail # \_\_\_\_\_

Regular Mail

In Person

**Repairs Requested for Unit # \_\_\_\_\_ Date: \_\_\_\_\_**

I write to request repairs. The following problem(s) in my rental unit are a threat to my health & 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