Form 12: Rent Withholding Letter

Date

Your Name
Your Address

Landlord's Name
Landlord's Address

Dear Landlord:

I am writing to tell you that the following conditions, which violate the state sanitary code, exist in my apartment:

1. Hole in kitchen ceiling;
2. Leak in kitchen drain pipe;
3. Toilet running;
4. No lock on back door;
5. Radiators leaking.

I have notified you about these conditions and given you a reasonable time to make repairs. Because you have failed to make repairs, I will withhold my rent until all the illegal conditions in my apartment are fixed.

I certify that I sent this letter to _________________________ (landlord's name) by:

☐ Regular mail _________________________ (date).

☐ Certified mail _________________________ (date).

☐ Personally delivered by _________________________ (name) on _________________________ (date) to _________________________ (name)

Sincerely,

Your Signature