

temperaly.

Request a moisture repair

Replace the bracketed details, then save or print a copy for your records.

You can edit the letter below in a PDF reader that supports form fields.

Subject: Moisture and suspected mold repair request - [address/unit]

Hello [property manager or landlord name],

On [date], I noticed [describe the condition] in [room or location]. I also observed [leak, dampness, or other moisture concern].

Please arrange an inspection, identify and repair the moisture source, and address the affected materials. Please confirm the inspection date and proposed work in writing.

I can coordinate access at [available days and times]. Previous maintenance ticket numbers are [numbers, or delete this sentence].

Attachments: [list photos or documents, or delete this line].

Thank you,

[Your name]

[Preferred contact information]

Before sending

Remove any lines that do not apply. List only the files you actually attach.

Use the delivery method required by your lease and local rules. Keep a dated copy.

This is a maintenance request, not a notice to withhold rent or end a lease.