

Here is a template, totally free of charge!

However, **we don't recommend using it.**

Like all free templates on the internet, it hasn't been adapted to your specific needs.

Visit our website to easily create a [fully personalized document](#) for a low one-time fee.

Our lawyers work hard to keep everything updated and accurate.

You get all of the benefits of a lawyer at a fraction of the cost.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Re: Complaint**

Dear \_\_\_\_\_:

As you are aware, I am your tenant at the following property:

\_\_\_\_\_

I'm writing to you because I have a complaint regarding the property. Specifically, I am experiencing the following problem:

\_\_\_\_\_

This problem has been affecting my enjoyment of the premises for approximately the past 2 days.

As you are aware, I already spoke to you regarding this issue on \_\_\_\_\_. I am disappointed it has not yet been addressed.

Specifically, I have documented the following information for issue:

\_\_\_\_\_

The Lease addresses this issue. Specifically, the Lease states the following:

\_\_\_\_\_

I would appreciate a phone call following up, as soon as possible, at the following phone number: \_\_\_\_\_.

Sincerely,

\_\_\_\_\_