

Write a Letter to Landlord, asking for Repairs to be Done with Reply, Landlord and Tenant Letters

Dear Sir,

I should like to call your attention to state of the decoration in this house, and hope you will now see your way to having it thoroughly done up. We have been here now for five years, during which time nothing has been done to the place, and it is not responsible to expect us to wait any longer.

In the first place the repairs needed to the roof are now urgent. All the rooms require white-washing and repairing, the outside paint-work is also in a bad condition.

I shall be obliged if you will give the matter your immediate attention.

Yours faithfully,

Daya Nand

Reply to above

Dear Sir,

I have just received your letter of the 6th, and have given instruction for my builder to inspect your roof and outside paint- work and to let me know what repairs are necessary.

In regard to the decorations, I cannot do anything this year. The house was thoroughly and expensively done up inside and out when you entered upon your tenancy, and I do not think it reasonable to expect me to do anything more till your agreement expires next year.

Yours truly,

Kumud Charan.