

Date: [Date]

To: [Landlord or Property Manager Name]

[Address]

[City, State, Zip Code]

From: [Tenant Name]

[Tenant Address/Unit Number]

RE: Formal Notice of Mold and Health/Safety Concern

Dear [Landlord Name],

I am writing to formally notify you of a mold issue within my rental unit located at [Address]. This matter is being reported in accordance with health and safety protocols and local housing regulations.

Specifically, I have observed mold growth in the following areas: [List rooms or specific locations, e.g., bathroom ceiling, bedroom closet]. I first noticed this issue on [Date].

I believe the mold is being caused by [mention suspected cause if known, e.g., a leaking pipe, roof leak, or lack of ventilation]. This condition poses a potential health risk and requires immediate professional assessment and remediation.

I request that you take the following actions within [Number of days, e.g., 3 to 7] days:

- Inspect the affected areas.
- Identify and repair the source of moisture.
- Professionally remove the mold and treat the area to prevent recurrence.

Please contact me at [Phone Number] or [Email Address] to schedule a time for maintenance or an inspector to enter the premises.

I look forward to your prompt response and a swift resolution to this safety concern.

Sincerely,

[Tenant Signature]

[Tenant Printed Name]