

Re: Demand Letter

_____ (today's date)

_____ (owner name)

_____ (owner address)

_____ (owner city/state/zip)

Dear _____ (owner name),

I am writing to demand compensation relating to my tenancy at your rental property at _____ (address of property).

I am due compensation for:	Amount
<input type="checkbox"/> Security Deposit	\$ _____
<input type="checkbox"/> Lost or Damaged Items	\$ _____
<input type="checkbox"/> High Utility Bills due to Your Action or Inaction	\$ _____
<input type="checkbox"/> Emergency Repairs Costs due to your Action or Inaction	\$ _____
<input type="checkbox"/> Emergency Accommodations	\$ _____
<input type="checkbox"/> Moving Expenses	\$ _____
<input type="checkbox"/> Failure to Provide Lead Safe/Lead Free Certificate	\$ _____
<input type="checkbox"/> Other _____	\$ _____
Total	\$ _____

Please contact me to discuss this demand letter. If we are not able to settle this matter, then I will have no choice but to file a suit in court. Thank you for your attention to this matter.

Sincerely,

_____ (your signature)

_____ (your name printed)

_____ (your mailing address)

_____ (your city/state/zip)

_____ (your phone)

Send one copy by Certified Mail/Return Receipt Requested. Send one copy by Regular Mail. Keep one copy for your records.