

Request for Repairs – Follow Up Letter

Date: _____

Dear *(landlord's name)* _____:

Oregon Law requires landlords to keep rentals in livable condition. (ORS 90.320.) The specific repairs needed in my unit to satisfy the law are as follows:

What needs repair?	What is wrong with this item?
<i>Example: Refrigerator</i>	<i>The freezer doesn't work.</i>

I have asked for repairs on *(date)*: _____. However, the repairs are not started/finished. I am asking you to either make the repairs or respond to this request for repairs in writing by *(date)*: _____ and tell me what you are going to do to finish the repairs and when they will be done.

If I do not get an answer from you in writing by that date, I will assume that you are refusing to make the repairs. If the repairs are not started and finished promptly, I plan to enforce my rights as a tenant.

- Optional:** Please do not come to my rental unit on the following days / times to make repairs for the following reasons. *(Example: I work late, and you are not allowed to enter my home until after 11:00 am everyday):*

I understand that it is unlawful for a landlord to respond to my requests for legally required repairs by sending a termination notice, increasing rent, or otherwise retaliating against me in any way. (ORS 90.385.)

Sincerely,

Tenant name

Tenant signature