

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]

[Landlord/Property Manager's Name]  
[Landlord/Property Management Company]  
[Address]  
[City, State, ZIP Code]

Subject: Formal Complaint Regarding Mold Growth Due to Persistent Water Leak

Dear [Landlord/Property Manager's Name],

I am writing to formally bring to your immediate attention a serious issue in my apartment, [your apartment number or address], regarding the persistent water leak and resulting mold growth. Despite previous notifications about the water leak, the problem remains unresolved and has now led to significant mold development in [specify affected areas, e.g., bathroom walls, bedroom ceiling, etc.].

The presence of mold in my apartment poses serious health risks, including respiratory issues and allergies, particularly for children, elderly residents, and individuals with preexisting health conditions. In addition, the continued water leakage and mold have begun to damage my personal property and the structural integrity of your building.

As per [reference applicable lease agreement section, local housing laws, or building codes if known], the landlord is responsible for maintaining a safe and habitable living environment. I have attached photos and documentation as evidence of the ongoing problem for your review.

I respectfully request immediate remediation of both the water leak and the resulting mold. Please arrange for qualified professionals to inspect and repair the leak, as well as to safely remove all mold from the affected areas. I kindly request a written response within [specify reasonable timeframe, e.g., 5 business days] outlining your action plan and timeline for resolving these issues.

I appreciate your prompt attention to this matter, as it directly affects my health and well-being, as well as the property itself. Please contact me as soon as possible to confirm receipt of this letter and to schedule repairs.

Thank you for your cooperation.

Sincerely,  
[Your Name]