

Sample Letter: Notice of Repairs Needed

[Date]

[Landlord/Manager's Address]

Dear [Landlord/Manager's Name]:

My unit needs the following repairs:

Good faith estimate:

\$ _____

Please fix these problems immediately. If the repairs have not been made within the time frame required by RCW 59.18.070, in this case [____] days, I have the option of either terminating my liability under my rental agreement or having the repairs fixed myself, paying for the costs myself, and deducting the amount from next month's rent. In my good faith estimation, I believe the above repairs will cost a total of [\$_____].

Sincerely,

[Your Name]

RCW 59.18.070

Landlord — Failure to perform duties — Notice from tenant — Contents — Time limits for landlord's remedial action.

If at any time during the tenancy the landlord fails to carry out the duties required by RCW [59.18.060](#) or by the rental agreement, the tenant may, in addition to pursuit of remedies otherwise provided him or her by law, deliver written notice to the person designated in RCW [59.18.060](#)(14), or to the person who collects the rent, which notice shall specify the premises involved, the name of the owner, if known, and the nature of the defective condition. The landlord shall commence remedial action after receipt of such notice by the tenant as soon as possible but not later than the following time periods, except where circumstances are beyond the landlord's control:

(1) Not more than twenty-four hours, where the defective condition deprives the tenant of hot or cold water, heat, or electricity, or is imminently hazardous to life;

(2) Not more than seventy-two hours, where the defective condition deprives the tenant of the use of a refrigerator, range and oven, or a major plumbing fixture supplied by the landlord; and

(3) Not more than ten days in all other cases.

In each instance the burden shall be on the landlord to see that remedial work under this section is completed promptly. If completion is delayed due to circumstances beyond the landlord's control, including the unavailability of financing, the landlord shall remedy the defective condition as soon as possible.

[2010 c 8 § 19018; 1989 c 342 § 4; 1973 1st ex.s. c 207 § 7.]