

LETTER TO THE BUILDING CODE ENFORCEMENT / BOARD OF HEALTH

(Tenant's Name)

(Tenant's Street Address)

(City, State, and Zip Code)

(Date)

Attn: Housing Inspection Department

(Municipality)

(Street Address)

(City, State, and Zip Code)

Dear _____:

I hereby request an inspection of my apartment for suspected violations of the State Sanitary Code. It is my understanding that the apartment violates the State Sanitary Code in the respects listed below. I have previously notified my landlord of these violations. No action has yet been taken. My landlord is _____ of _____ and his/her telephone number is _____.

The problem conditions include: _____

I hereby request a comprehensive health inspection.

Sincerely,

(Tenant's Signature)

NOTE TO TENANT: If you cannot be home for an inspection and you would like a neighbor to let the Inspector in, you need to give authorization in the following way:

I hereby authorize and permit _____ of _____ to enter my dwelling unit at the above address with _____ of _____ for the limited purpose of inspecting said dwelling unit for violations of the State and/or Local Housing Code.

Signed: _____
Date: _____