

[Date]

[Landlord's name]

[Landlord's address]

[Landlord's City, State, and Zipcode]

Dear [Landlord's name],

My name is [your name], a resident of [name of the apartment] currently checked into [your address and unit number].

I write this message to let you know that there's a bed bug infestation within my unit. I first noticed them when I saw a cluster of dark spots along my bed and now I experience bites and sore areas caused by the insects.

This letter aims to remind you that per our State's Municipal Code, it is within your scope as a landlord to hire a pest management professional who will eradicate the suspected pests occupying the unit.

According to the law, you are required to render said services within ten (10) days upon receiving this letter and until the bug infestation is dealt with and the insects completely eradicated. Moreover, the law urges you to record all control services executed by the pest management expert.

To completely adhere to the municipal standard, you are demanded to perform the same inspection and treatment to units directly adjacent, above, and below the affected dwelling.

If you so fail to inspect and treat the bed bugs, you are liable for violating [your state's] municipal code which entails a fine of [fine amount range in dollars] for the offense. Alternatively, this may escalate into a legal complaint falling under the category of premise liability and gross negligence. Each passing day the violation perpetrates, and an offense fine is incurred and accumulated.

Furthermore, pursuant to the said ordinance, I shall withhold my monthly rent amounting to [amount in dollar] until the case is resolved. The amount reflects the diminished value of the unit given the bed bugs.

If you fail to address the condition within [a certain amount of days according to your city's ordinance] upon receiving this notice, I will begin withholding my rent beginning [projected date]. Lastly, our city ordinance clearly states that you may NOT terminate my tenancy or increase my payable rents as retaliation for my complaint regarding the bed-bug-infested unit.

Sincerely, [Your name]

[Your unit number and tenant address]

[Your City, State, and Zipcode]

*Note: You may also include your phone number and email address below as additional information.*