

(Demand for Repairs/Terminating Rental Agreement)

Tenants' Address
City, State, Zip

Today's Date

Landlord or Manager's Name
Address
City, State, Zip

Dear _____:

Description of problem, when it was first noticed, statement of tenants attempts to get repairs made to this point (including dates and times of contact with landlord/manager concerning problem).

Statement of what tenant wishes to do about getting repair made. In the case of tenant being without an essential service as described in Section 118 of ORLTA, the following may be used in this section.

Due to your willful or negligent failure to supply ----(list essential service here)----, I am terminating our rental agreement per provisions in the Oklahoma Residential Landlord and Tenant Act, Section 121.

Please return my security deposit of \$_____ within 30 days of receipt of this notice to the address below:

Address to which you wish deposit to be sent
City, State, Zip

Statement of when and where landlord/manager may reach you to discuss resolving situation.

Thank you for your time and attention to this matter.

Sincerely,

Tenants signature

(If letter is hand delivered, the following can be used for proof of delivery)

Signature of Landlord/Manager or Agent

Date Received