

Date : _____

To : _____

Landlord

Landlord's Address

From : _____

Tenant

Tenant's Address

Tenant Phone

Tenant Email

Re: Request for Adequate Cooling

Hello _____,

Pursuant to Spokane Code § 10.57.175(D), I am requesting that you remedy the inadequate cooling within my dwelling.

My dwelling is located at _____, Unit _____, Spokane, Washington _____.

My apartment does not have adequate cooling, as defined by Section 10,57.175(A)(1).

Please accept this as an official notice of the defect. The defect is due to:

Adequate cooling remedies could include: passive cooling and/or mechanical cooling.

In cases where the landlord is unable to install permanent measures within 72 hours, temporary cooling measures can be installed to achieve adequate cooling.

I am requesting the defect be resolved by:

After 72 hours from receiving this written notice, I, the tenant, may terminate the rental agreement or install cooling equipment and deduct its costs from my rent (up to \$500) with documents of the cost included, or pursue alternative remedies.

Sincerely,

Tenant

Date: