Location, …/…/20...

**BY REGISTRERED POST**

**and e-mail**

name landlord

address landlord

**SUBJECT: report of defects and demand for repairs on rental property located at address**

Dear,

I have been renting from you the property at the above address since .../... / 20.... .

With this letter, I want to inform you about certain defects in the rental property:

* …
* …
* …

The repair of these defects is indisputably the responsibility of the landlord who must ensure the peaceful enjoyment of the the rented premises.

As **Articles 25 and 26 of the Flemish Housing Decree**, as well as Articles 1719, 1720 and 1755 of the Civil Code, clearly state that the landlord must carry out the necessary repairs, at his/her/their expense, during the rental period in order to safeguard the tenant's peaceful enjoyment of the rent, I hereby request you in writing to inform the me **within 14 days** of your intentions for arrangements.

Finally, I make reservations for all damages and inconvenience that I have suffered so far and will suffer further. I also obviously cannot be responsible for the aggravation of the defect and the possible increase in repair costs.

This letter is addressed to you under all reservation of right and without adverse acknowledgement.

Kind regards,

Name tenant

(signature of tenant)