Repair Issues

Document the repair issues.

	Make a repair request by text, email or letter. It is best to send a letter by
	regular mail and certified mail. Keep a copy for your records. See reverse side.
_	Talas D'atracas

- ☐ Take Pictures.
- \Box Get witnesses.

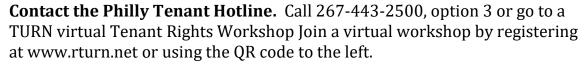
Bring attention to the repair issues.

- ☐ Request an Inspection
 - **L+I Inspection.** Call 311 to ask for an inspection from the Department of Licenses & Inspections (L+I).
 - o **PHA Inspection.** If you live in a Section 8 Housing Choice Voucher property, call 215-684-3860 to ask for an inspection from PHA.
 - Health Department Inspection. If you have an issue with rats or mosquitos, call Vector Control at 215-685-9000.
 - Utility Inspection. If you have issues such as foreign wiring, carbon monoxide leaks or a service shutoff, call your utility company.
 - · PECO 800-494-4000 · PGW 215-235-1000 · PWD 215-685-6300
- □ **File a Fair Housing Commission Complaint.** If your property fails any inspection and your landlord threatens to evict you, you can contact the Fair Housing Commission 215-686-4670 or go to 601 Walnut St, Suite 300 South.
- ☐ **Withhold rent.** You can withhold rent until the landlord makes repairs. Only withhold rent if the repair issues are serious.
 - **Send rent withholding letter to landlord.** See reverse side.
 - o **Escrow your rent.** Open a bank account to deposit your rent or keep the rent in a money order.
- □ **Repair & deduct.** You can pay someone make repairs and deduct the cost from your rent.
 - Contact a repair person and ask for an estimate for the cost of the repair. The cost for repair should not be more than one month of rent.
 - **Send repair and deduct letter to landlord.** See reverse side.
 - **Hire the repair person** if the landlord does not complete the repairs in a reasonable amount of time. Keep the invoice and receipt.

Ask for additional help.



□ **Contact your representative in City Council or State Government.** Find your rep by calling 1-855-738-3689.









Re: Repair Request		
	(Landlord's Name)	
	(Landlord's Address)	
	(Landlord's City, State and	Zip Code)
Dear Sir or Madam:		
I am writing to	you about repairs and serv	vices that are needed in the
property I rent from	you at	(property address).
	ns that need to be fixed:	
-		
		ur legal responsibility to keep
	cary and livable condition.	ur legar responsibility to keep
	•	
Please comple	te the requested repairs by	(future date).
If the repairs are not	made by this date, I intend	to exercise my legal right to:
\square Withhold I	Rent until the repairs are m	ade.
_	Deduct by hiring a repair ing the cost of repairs from	person to complete the repairs my rent.
I appreciate yo	our prompt attention to this	s matter.
	Sincerely,	
		(Your Signature)
		(Date)