FORM LETTER

NOTICE TO CORRECT CONDITIONS

_____
(Date)

_____
(Landlord's Name)

_____
(Address)

_____
(City, State, Zip)

Dear _____:
(Landlord's Name)

This letter is to inform you that the following conditions in my rental unit are in need of repair:_____

_____

_____

_____

_____

_____

_____

The Ohio Landlord-Tenant Law (ORC 5321.04) requires you to keep this rental unit in a fit and habitable condition and to make all repairs. If the above conditions are not corrected within a reasonable time, not to exceed thirty (30) days, I may exercise my right to deposit my rent with the Clerk of Municipal Court or apply to the Court for an order to correct the conditions, or terminate my rental agreement as provided for in Section 5321.07 of the Ohio Revised Code.

Please note that ORC 5321.02 prohibits any landlord from retaliating against a tenant by threatening eviction, decreasing services, or increasing the rent because the tenant has engaged in a protected activity, such as complaining about my dwelling conditions.

Thank you for your cooperation. I am sure that you will take care of these conditions so that no further action is necessary.

_____
Print Tenant's Name

_____
Tenant's Signature

_____
Address

_____
City, State, Zip

_____
Telephone Number

_____
Email Address

Retain a copy for your records