

**SEVEN DAY PROCEDURE**  
**Sample Letter**

<landlord's address>

<date>

Dear Landlord,

This letter is in regard to my tenancy at \_\_\_\_\_.

Because you have failed to comply with the rental agreement, Iowa Tenant Landlord Law, or city housing codes, I am using the remedy provided by Chapter 562A.21 of the Code of Iowa.

The following major problems exist and have not been repaired: (Detailed description of problems not caused by the tenant, and necessary repairs. Include relevant city housing codes violated, as well as any lease or Tenant Landlord Law violations.)

The rental agreement for the property listed above will terminate in seven (7) days from the date you received this notice, unless you either fix the problem(s), or compensate the tenant in some other acceptable manner, within the seven (7) days.

If the problem(s) is/are corrected within the seven days, this rental agreement will continue. If the problem(s) reoccur within six months, this rental agreement may be terminated with a single seven-day notice. Further action may also be taken if you fail to perform your duties.

Please act accordingly.

Sincerely,

<tenant's address>

<Copy to: tenant's records>