[Your name and address]

[Date]

[Landlord/agent’s name]

[Landlord/agent’s address]

Dear      ,

**Rent reduction for** **[address of premises]**

I refer to my letter dated [date] requesting repairs to be carried out to [set out what needs repairing].

As no action has yet been taken, I seek a rent reduction of $[amount] per week until the repairs are carried out as per section 46 of the *Residential Tenancies Act* NT (the Act). I have calculated this to be a fair amount considering the ongoing/significant level of services withdrawn for incomplete repairs and maintenance.

If I do not hear from you within seven days, I reserve the right to apply to the Northern Territory Civil and Administrative Tribunal under section 42 of the Act for an order that the rent is excessive considering my access to the level of services provided under the tenancy agreement have been reduced.

I look forward to hearing from you.

Yours sincerely,

[Your name]