

# 14 Day Notice to Landlord

In an effort to ensure a fair opportunity for landlords to address issues with their rental property prior to action by the City of Reno Code Enforcement, tenants need to complete this form and provide it to the landlord or the landlord's agent as soon as possible.

**Tenant Instructions** (complete in pen):

Date: \_\_\_\_\_ Address: \_\_\_\_\_ Tenant: \_\_\_\_\_  
(print name)

**Please provide a detailed explanation of the problems with this unit:**

*Do not use this form if you do not have required essential services, such as running water, heat during the winter, or raw sewage issues. For essential service issues, please contact your landlord immediately.*

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_

**Tenant represents he/she provided a copy of this notice to:** \_\_\_\_\_  
(print name of landlord or agent)

On \_\_\_\_\_ by \_\_\_\_\_  
(date of delivery) (method of service: hand delivery, certified mail, etc.)

If the above conditions have not been addressed within two weeks of providing this notice to the landlord or the landlord's agent, the tenant may contact the officer who provided this form. At that time, Code Enforcement may proceed with any and all required legal actions, including citations of up to \$500.00 per day or if necessary issuance of criminal misdemeanor citations as provided by the Reno Municipal Code Chapter 1.05.

\*Top copy is to be provided by tenant to landlord or landlord's agent.

\*Bottom copy is the tenant's copy and should be provided to Code Officer if issues are not addressed by landlord or landlord's agent. Code Enforcement will not open a case without a completed copy of this form.

\*If issued by Code Enforcement Personnel:

**Code Enforcement Officer:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

