

Date: [Date]

To: [Recipient Name]

Address: [Recipient Address]

Subject: Property Condition Report and Repair Estimate for [Property Address]

Dear [Recipient Name],

As requested, I am providing a report regarding the current condition of the property located at [Property Address]. Following a thorough inspection conducted on [Inspection Date], I have identified several areas requiring repair or maintenance.

Property Condition Summary:

[Briefly describe the overall state of the property, e.g., The property is in fair condition but requires immediate attention to the roof and plumbing systems to prevent further damage.]

Itemized Repair Estimates:

- **Item 1:** [Description of Issue]
Estimated Cost: \$[Amount]
- **Item 2:** [Description of Issue]
Estimated Cost: \$[Amount]
- **Item 3:** [Description of Issue]
Estimated Cost: \$[Amount]

Total Estimated Cost: \$[Total Amount]

Please note that these figures are estimates based on current labor and material costs. These prices are subject to change upon a formal contract agreement or if additional underlying issues are discovered during the repair process.

If you wish to proceed with these repairs or have any questions regarding this assessment, please contact me at [Phone Number] or [Email Address].

Sincerely,

[Your Name]

[Your Title/Company Name]

[License Number, if applicable]