

Guide to Rental Repairs in Sun Prairie



LANDLORD RESPONSIBILITIES

Wis. Stat. 704.07(2) states landlords must keep premises and furnished equipment in reasonable repair, and make all structural and system repairs.



TENANT RESPONSIBILITIES

Wis. Stat. 704.07(3) states tenants must perform minor maintenance, such as changing lightbulbs; and keep the apartment in safe, sanitary condition.



1

SUBMIT A WRITTEN REQUEST

For heat/hot water, leaks, mold, or other repairs, **contact your landlord first** to fix it. Be sure to make your request in writing or an email. Make a copy or take a picture for your records. Throughout this process, continue to **pay rent and utilities**.



2

MAKE A CODE COMPLAINT

If your landlord is unresponsive, contact the **City of Sun Prairie Building Inspection Department**:

ONLINE:

[HTTPS://TINYURL.COM/34B4DF9D](https://tinyurl.com/34B4DF9D)

CALL: 608-825-1184

**TEXT: 'HI' TO 608-453-3004
(USE KEYWORD "CODE" IN TEXT)**



3

GET ADDITIONAL HELP!

If your landlord fails to make repairs, the **Tenant Resource Center** can provide guidance on your options:

608-257-0006

Tenant Protection Against Retaliation

As a tenant in Sun Prairie, you have the right to contact the City to address maintenance or safety issues. Sun Prairie Municipal Code Section 9.18 protects you from retaliation by housing providers for exercising this right.

PROTECTED TENANT ACTIVITY



Complaining about building health/safety issues to the City of Sun Prairie.

Retaliation happens when a housing provider negatively acts against a tenant for exercising a legal right.

EXAMPLES OF LANDLORD RETALIATION



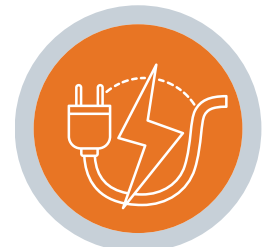
Refusing to renew lease



Eviction



Harassment



Service Reductions

In order to submit a retaliation complaint, you **MUST** have already submitted a building code complaint to the City within the past six months (see reverse side of flyer for instructions).

HOW TO SUBMIT A RETALIATION COMPLAINT

ONLINE: [HTTPS://TINYURL.COM/4Z2ATHEW](https://tinyurl.com/4z2atthew)

CALL: 608-825-1184

EMAIL: BUILDINGINSPECTION@CITYOFSUNPRAIRIE.COM