

Maintenance Request Consent Letter

Date: [Insert Date]

To: [Landlord's Name]

[Landlord's Address]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally request maintenance for the following issue in my unit, [Your Apartment Number or Address]:

[Describe the maintenance issue clearly and concisely, e.g., "Leaky faucet in the kitchen" or "Heating system not functioning"].

I would appreciate your prompt attention to this matter. Additionally, I consent to allow maintenance personnel access to my unit to address this issue. Please inform me of the scheduled date and time so I can ensure I am available for their visit.

Thank you for your attention to this matter. I look forward to your swift response.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]