

Repair Approval Notification

Date: [Insert Date]

Dear [Tenant's Name],

We are pleased to inform you that your request for repairs in your unit [Unit Number/Address] has been approved.

Details of the approved repairs are as follows:

- Repair Type: [Insert Type of Repair]
- Scheduled Start Date: [Insert Date]
- Estimated Completion Date: [Insert Date]
- Contractor Name: [Insert Contractor's Name]

Please ensure that your unit is prepared for the contractor's arrival. If you have any questions or concerns, feel free to contact us at [Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]