

# Notification of Plumbing Issue

Dear [Tenant's Name],

We hope this message finds you well. We are writing to inform you of a plumbing issue that has been reported in your unit.

Issue Details:

- Date Reported: [Date]
- Location: [Specify location]
- Description: [Brief description of the plumbing issue]

We understand that this may cause some inconvenience, and we are making arrangements to have the issue addressed as soon as possible. A maintenance technician will be scheduled to visit your unit on [Scheduled Date and Time].

We appreciate your understanding and cooperation in this matter. If you have any questions or require further assistance, please do not hesitate to contact us at [Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Company/Organization Name]

[Contact Information]