

# Plumbing Repair Request

Date: [Insert Date]

To: [Landlord/Property Manager's Name]

From: [Your Name]

Address: [Your Address]

Email: [Your Email]

Phone: [Your Phone Number]

Dear [Landlord/Property Manager's Name],

I hope this message finds you well. I am writing to formally request a plumbing repair in my unit located at [Your Address]. I have noticed the following issues:

- [Describe the first plumbing issue]
- [Describe the second plumbing issue]
- [Any additional plumbing issues]

The issues have [explain any impact, e.g., caused inconvenience, created water damage, etc.]. I would greatly appreciate it if you could arrange for a plumber to visit the unit and assess the situation at your earliest convenience.

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

Sincerely,

[Your Name]