

Plumbing Service Call Request

Date: [Insert Date]

To: [Landlord/Property Manager's Name]

From: [Tenant's Name]

Address: [Tenant's Address]

Phone Number: [Tenant's Phone Number]

Dear [Landlord/Property Manager's Name],

I hope this message finds you well. I am writing to request plumbing services for my unit at [Tenant's Address]. There seems to be an issue that requires immediate attention:

- Nature of the problem: [e.g., leaking faucet, clogged drain, etc.]
- Date the problem began: [Insert Date]
- Any additional information: [Additional details about the issue]

Please let me know how to proceed or if you require any further information to arrange for the service. I appreciate your prompt attention to this matter.

Thank you for your assistance.

Sincerely,

[Tenant's Name]