

Request for Outdoor Furniture Maintenance

Dear [Landlord/Property Manager's Name],

I hope this message finds you well. I am writing to request maintenance for the outdoor furniture in the common area of our property located at [Your Address or Apartment Number].

Over the past few weeks, I have noticed that several pieces of furniture need attention, including:

- [Description of the furniture, e.g., "the wooden table has loose screws"]
- [Description of another issue, e.g., "the cushions are weathered and need replacing"]
- [Any other specific maintenance request]

Regular maintenance would greatly enhance the enjoyment and usability of our outdoor space. I would appreciate it if you could address these issues at your earliest convenience.

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

Sincerely,

[Your Name]

[Your Contact Information]

[Date]