

Property Management Inquiry

Date: [Insert Date]

To: [Property Manager's Name]

[Property Management Company Name]

[Property Address]

Dear [Property Manager's Name],

I hope this message finds you well. I am writing to inquire about the access to amenities at [Property Name]. Specifically, I would like to know more about the following:

- Operating hours for the gym and pool
- Any reservation requirements for common areas
- Maintenance schedules that might affect availability

Additionally, if there are any recent updates or changes regarding the amenities access, I would greatly appreciate your guidance.

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

Sincerely,

[Your Name]

[Your Apartment Number]

[Your Contact Information]