

## **Subject: Follow-up on Air Conditioning Repair Status**

Dear [Tenant's Name],

I hope this message finds you well. I am writing to follow up on the air conditioning repair request you submitted on [Date of Request]. We understand how important it is to have a comfortable living environment, especially during this season.

As of today, we are still waiting for an update from our repair service. We appreciate your patience and want to assure you that we are actively working to resolve this issue as quickly as possible.

If you have any further questions or concerns, please do not hesitate to reach out. Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]

[Your Company/Property Name]