

# Tenant Plumbing Concerns Acknowledgment

Date: [Insert Date]

To: [Tenant's Name]

[Tenant's Address]

[City, State, Zip Code]

Dear [Tenant's Name],

Thank you for bringing your plumbing concerns to our attention. We acknowledge your request dated [Insert Request Date] regarding the plumbing issues in your unit.

We take such matters seriously and have scheduled an inspection for [Insert Date & Time] to address the problems you reported, which include:

- [Describe Issue 1]
- [Describe Issue 2]
- [Describe Issue 3]

Our maintenance team will be in touch to confirm their arrival or if any changes need to be made.

If you have any further questions or need assistance, please feel free to contact us at [Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company/Property Management Name]

[Contact Information]