

Important Notice: Safety Concern Due to Water Leak

Dear [Tenant's Name],

We hope this message finds you well. We are writing to address a serious safety concern regarding a water leak reported in your unit, [Unit Number].

It has come to our attention that there is an ongoing leak that may pose potential risks to your safety and the integrity of the property. We take this matter very seriously and want to ensure your safety and the safety of your belongings.

We kindly request that you take the following precautions:

- Stay clear of affected areas to avoid possible slips or falls.
- Ensure that all electrical appliances near the leak are turned off and unplugged.
- Report any further changes or deterioration in the situation immediately.

Our maintenance team has been notified and will be addressing the leak promptly. We appreciate your cooperation and understanding as we work to resolve this issue.

If you have any questions or further concerns, please do not hesitate to reach out to us at [Contact Information].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Property Management Name]