

Dear [Landlord's Name],

I hope this message finds you well. I am writing to inform you about a malfunctioning radiator in my rental unit located at [Your Address]. I have noticed that the radiator is not heating properly, and it has been quite uncomfortable, especially with the colder weather approaching.

I would appreciate it if you could arrange for a maintenance technician to assess and repair the issue at your earliest convenience. Please let me know when a visit can be scheduled.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Contact Information]

[Date]