

Tenant Update: Sink Fixture Maintenance

Dear [Tenant's Name],

We hope this message finds you well. We would like to inform you that maintenance on the sink fixture in your unit ([Unit Number]) is scheduled for [Date] at [Time]. Our maintenance team will ensure that the work is completed as quickly and efficiently as possible.

Please make sure that the area around the sink is clear and accessible for our team. If you have any questions or concerns, feel free to reach out to us at [Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]