

Request for Refrigerator Maintenance

Date: [Insert Date]

To: [Landlord/Property Manager's Name]

[Landlord/Property Manager's Address]

Dear [Landlord/Property Manager's Name],

I hope this message finds you well. I am writing to formally request maintenance for the refrigerator in my rental unit located at [Your Address]. I have noticed that [describe the issue, e.g., "the refrigerator is not cooling properly" or "there is a constant leakage"]. This has been an ongoing issue since [insert date the issue started], and it has resulted in [mention any further implications, e.g., spoiled food].

I would appreciate it if you could arrange for a maintenance technician to inspect and address this issue at your earliest convenience. Please let me know if you need any further information or if you would like to schedule a specific time for the visit.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Contact Information]