

Notice of Refrigerator Malfunction

Date: [Insert Date]

To: [Landlord's Name]

[Landlord's Address]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally notify you of a malfunction in the refrigerator located in my unit, [Your Apartment Number/Address]. As of [Date of Discovery], the refrigerator has been experiencing issues, including [briefly describe the issues, e.g., not cooling, making unusual noises, etc.].

This malfunction is causing [mention any issues such as potential food spoilage or inconvenience], and I believe it requires immediate attention to prevent further complications.

Please let me know how you would like to proceed in resolving this issue. I appreciate your prompt attention to this matter.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Contact Information]