

Refrigerator Service Request

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Landlord's Name]

[Landlord's Address]

[City, State, ZIP Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally request service for the refrigerator located in my rental unit at [Your Address]. I have noticed that it is not functioning properly, as [briefly describe the issue, e.g., it is not cooling, making unusual noises, etc.].

This issue has been persistent since [mention the date if applicable], and it is affecting my ability to store food safely. I kindly ask that you arrange for a service technician to inspect and repair the refrigerator at your earliest convenience.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]