

Urgent Maintenance Request

Date: [Insert Date]

To: [Landlord/Property Manager's Name]

From: [Your Name]

Address: [Your Address]

Dear [Landlord/Property Manager's Name],

I am writing to inform you of an urgent issue with the refrigerator in my unit located at [Your Address]. The refrigerator has stopped functioning properly, and food is at risk of spoiling. This issue requires immediate attention as it is affecting my daily living and could lead to health concerns.

I kindly request that a maintenance technician be dispatched at the earliest possible time to address this matter. Please let me know when I can expect someone to come for repairs.

Thank you for your prompt attention to this urgent issue.

Sincerely,

[Your Name]

[Your Contact Information]