

Inquiry Regarding Heating Issues

Date: [Insert Date]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally inquire about the heating issues I have been experiencing in my apartment located at [Your Address]. Despite my attempts to adjust the thermostat, the heating system does not seem to be functioning effectively.

This issue has been particularly concerning as the temperatures have dropped significantly. I would greatly appreciate your prompt attention to this matter or any guidance on how to resolve it.

Please let me know when a technician can be scheduled to assess the situation or if there are any steps I can take in the meantime.

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

Sincerely,

[Your Name]

[Your Phone Number]

[Your Email Address]