

# Home Maintenance Complaint Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Property Management Company Name or Landlord's Name]

[Company Address]

[City, State, Zip Code]

## **Subject: Plumbing Maintenance Request**

Dear [Recipient Name],

I am writing to formally bring to your attention a plumbing issue that requires urgent maintenance in my apartment/unit located at [Your Address]. The problem has persisted for [duration of the issue] and it has become increasingly problematic.

The specific plumbing issues I am experiencing include:

- [Describe the first issue, e.g., leaking faucet in the kitchen]
- [Describe the second issue, e.g., slow drainage in the bathroom sink]
- [Add any additional issues if necessary]

This situation has not only caused inconvenience but also raises concerns regarding potential water damage and health risks. I kindly request that a maintenance team visits my unit to assess and rectify these issues at your earliest convenience.

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

Sincerely,

[Your Name]