

# Property Maintenance Request Follow-Up

Date: [Insert Date]

To: [Recipient's Name]

Address: [Recipient's Address]

Email: [Recipient's Email]

Phone: [Recipient's Phone Number]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my recent property maintenance request submitted on [Insert Date of Original Request]. I would like to inquire about the status of the inspection results regarding [brief description of the issue, e.g., "the leaking faucet in the kitchen"].

Understanding the outcome of this inspection is important for me to ensure the continued maintenance and safety of my property located at [Insert Property Address]. I would appreciate it if you could provide me with any updates or timelines related to this matter.

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

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]