

Landlord Permission for Maintenance Work

Date: [Insert Date]

Tenant Name: [Insert Tenant Name]

Tenant Address: [Insert Tenant Address]

Dear [Tenant Name],

I hope this message finds you well. I am writing to inform you that I approve your request for maintenance work to be carried out at your unit located at [Insert Property Address].

Please find the details of the maintenance work below:

- **Type of Work:** [Describe the type of maintenance work]
- **Scheduled Date:** [Insert Date of Work]
- **Contractor Name:** [Insert Contractor Name]

As discussed, please ensure that the contractor provides proper identification and that the work is conducted during the agreed hours.

If you have any questions or require further clarification, feel free to reach out.

Thank you for your attention to this matter.

Sincerely,

[Landlord Name]

[Landlord Contact Information]