

Maintenance Follow-up

Date: [Insert Date]

To: [Maintenance Team/Property Manager]

From: [Your Name]

Apartment Number: [Your Apartment Number]

Dear [Maintenance Team/Property Manager],

I hope this message finds you well. I am writing to follow up on the repair request I submitted on [Insert Request Date] concerning [specific issues, e.g., leaky faucet, broken heater]. As of today, the issue still persists, and I would appreciate an update regarding the status of the repair.

If a maintenance visit has been scheduled, please confirm the date and time. If additional information is needed from my side, please let me know.

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

Sincerely,

[Your Name]

[Your Contact Information]