

Request for Update on Parking Area Maintenance Schedule

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request an update regarding the maintenance schedule for the parking area located at [specific location or address].

As you are aware, maintaining the parking area is crucial for ensuring the safety and convenience of all users. However, we have noticed that the scheduled maintenance has not been carried out as expected. Could you please provide an updated timeline or any relevant information regarding the maintenance activities?

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

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]