

Subject: Concern Regarding Maintenance Issues at [School/University Name]

Dear [Recipient's Name],

I hope this message finds you well. As an alumnus of [School/University Name], I have always taken pride in our institution and the values it upholds.

However, I would like to bring to your attention some maintenance issues that I have recently come to learn about, which I believe are affecting the overall environment for current students and staff. These issues include:

- Excessive wear and tear on classroom facilities
- Poor lighting in common areas
- Heating and cooling system malfunctions in several buildings
- Neglected outdoor spaces that can deter potential new students

It is my belief that addressing these maintenance concerns is crucial for maintaining the reputation of [School/University Name] and ensuring a positive experience for current and prospective students.

Thank you for considering these matters seriously. I would be more than happy to discuss this further or assist in any way possible.

Warm regards,

[Your Name]

[Your Graduation Year]

[Your Contact Information]