

[Date]

[Tenant Name]

[Unit Number/Address]

[City, State, Zip Code]

Subject: Follow-up regarding emergency plumbing repair

Dear [Tenant Name],

This letter is to follow up on the emergency plumbing repairs completed at your residence on [Date of Repair] regarding [Brief Description of Issue, e.g., the burst pipe].

Our priority is ensuring that your home is safe and functional. We would appreciate it if you could take a moment to confirm the following:

- Is the plumbing issue completely resolved?
- Are there any remaining leaks, noises, or water pressure concerns?
- Was the work area left clean and restored to its original condition?

If you are still experiencing problems or if you have any feedback regarding the service provided by the plumber, please contact us immediately at [Phone Number] or [Email Address].

Thank you for your patience and cooperation during this emergency repair.

Sincerely,

[Your Name/Property Manager Name]

[Management Company Name]