

[Date]

[Tenant Name]

[Unit Number/Address]

[City, State, Zip Code]

**Subject: Follow-Up Regarding Structural Repairs at [Property Address]**

Dear [Tenant Name],

This letter is a follow-up regarding the structural repairs recently completed in your unit on [Completion Date]. Our records indicate that the necessary work to address [Specific Area, e.g., the foundation, load-bearing wall, or flooring] has been finalized.

We want to ensure that the repairs were completed to your satisfaction and that the area has been restored to a safe and functional condition. Please take a moment to review the following:

- Is the structural issue resolved to your observation?
- Was the work area cleaned and cleared of debris?
- Are there any remaining concerns or signs of recurring issues?

If you have any questions or if further attention is required, please contact the management office at [Phone Number] or [Email Address] within [Number] days.

Thank you for your patience and cooperation throughout this repair process.

Sincerely,

[Your Name/Property Manager Name]

[Company Name]

[Contact Information]