

Apt. 122a

Fordham Way
Kingston, NH 03848

November 6, 2010

Mr. G. J. Warren
18 Hurst Rise
Milford, NH 03055

Dear Mr. Warren,

Essential repairs: Apt. 122a, Fordham Way, Kingston

Further to my telephone calls on November 1 and 4 about the leaking radiator in the main bedroom, I am writing to express my concern that repair work has not yet been carried out.

As I stressed when we spoke, this leak is causing a very damp patch near to an electrical socket and as a result I have been unable to use the socket for my PC for a week. Apart from the dangerous aspects of this situation, it is also causing me much inconvenience and disrupting my studies, as I have to use the power point in the shared living room instead.

I would be grateful if you could arrange for the radiator to be fixed within the next two days. Please contact me as soon as possible to let me know when the heating technician will arrive, so that I can be there to show him the extent of the problem.

Yours sincerely,

Daniel Simmons