

Flat 122a

Fordham Way  
Kington  
KG8 6LP  
6 November 2009

Mr G J Warren  
18 Hurst Rise  
Lower Minford  
MN5 3TR

Dear Mr Warren

**Essential repairs: Flat 122a Fordham Way, Kington**

Further to my telephone calls on 1 and 4 November 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 engineer will arrive, so that I can be at the flat to show him the extent of the problem.

Yours sincerely

Daniel Simmons