

Work Scheduled Call

Investor

Hello (Tenant), How are you?

I have received confirmation from our contractor/handyman that they will be at your home on (Date) at (Time) to work on (Problem to be fixed).

Will you be home during that time to give him access to your property or should I give him the key if you will not be home?

Tenant

Response

Investor

Okay, great. Please do not hesitate to contact me if any other problems arise at the house.

Thank you and have a great day!