Date: \_\_\_\_\_\_\_\_\_\_\_

**To: Mr. Yisak**

**Subject: Unpaid Electricity, Water, and Maintenance Charges**

We, Maldif Real Estate Plc, as stated in the subject above, would like to bring to your attention that, in accordance with the rental contract you signed, the electricity, water, and maintenance charges for the past three years have not yet been paid.

Therefore, we kindly request that you promptly settle the amounts listed below:

- Remaining electricity bill: 17,000 Birr

- Remaining water bill: 14,500 Birr

- Glass: 3,620 \* 2 = 7,240 Birr

- Door Handles: 2 \* 590 = 1,180 Birr

- Labor Work: 1,200 Birr

- Glass Transport: 1,300 Birr

We appreciate your immediate attention to this matter and expect the payment to be made without further delay, as per the terms of our agreement.

Maldif Real Estate Plc

Signature: \_\_\_\_\_\_\_\_\_\_\_