

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Tenant's Name]
[Tenant's Address]
[City, State, Zip Code]

Dear [Tenant's Name],

I hope this message finds you well. I am writing to inform you about a recent issue that has been brought to my attention regarding a gnat outbreak in the property.

It has come to my notice that there has been an increase in gnat activity, and I want to assure you that we are taking this matter seriously. To address this problem efficiently, we will be implementing the following steps:

1. ****Inspection****: A professional pest control service will conduct an inspection of your unit and the surrounding areas to identify the source of the gnat infestation.
2. ****Treatment****: Once the source is identified, appropriate treatment will be applied to eliminate the gnats effectively.
3. ****Prevention Measures****: We will also discuss measures that can be taken to prevent future occurrences of this issue.

In the meantime, please take note of any specific areas where you have noticed the gnats, as this information may assist in our efforts to resolve the problem promptly.

If you have any questions or concerns, please do not hesitate to reach out to me directly. Thank you for your understanding and cooperation as we work to resolve this matter.

Best regards,

[Your Name]
[Your Title/Position]