

# Request for Inspection of Construction Standards

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request an inspection regarding the construction standards at [Project Location/Name]. As we progress with the project, it is essential to ensure compliance with all applicable regulations and standards.

We appreciate your assistance in scheduling this inspection at your earliest convenience. Please let us know of any documents or information you require before the inspection can take place.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Position]

[Your Company Name]