

Fire Safety Inspection Notification

Date: [Insert Date]

Dear [Tenant's Name],

This letter serves as a notification that a fire safety inspection will be conducted in your unit on [Insert Date] at [Insert Time]. This inspection is part of our ongoing commitment to ensuring the safety of all residents.

Please ensure that access to your unit is available during this time. If you have any concerns or cannot be home at the scheduled time, please contact us at [Insert Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization Name]

[Contact Information]