

Safety Inspection Permission Notice

Date: [Insert Date]

To: [Recipient's Name]

Company: [Recipient's Company]

Address: [Recipient's Address]

Dear [Recipient's Name],

We are writing to inform you that a safety inspection is scheduled to take place at your premises on [Insert Date of Inspection]. This inspection is part of our ongoing commitment to ensure workplace safety and compliance with relevant health and safety regulations.

Please be advised that our inspection team will require access to the following areas:

- [Area 1]
- [Area 2]
- [Area 3]

We appreciate your cooperation in scheduling this inspection and ensuring that our team has the necessary access to complete their evaluation." If you have any questions or need to reschedule, please contact us at [Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]