

Balcony Safety Inspection Confirmation

Dear [Resident's Name],

We are writing to confirm that a balcony safety inspection has been scheduled for your unit on [Date] at [Time].

During the inspection, our qualified personnel will assess the structural integrity and safety features of your balcony to ensure compliance with safety regulations.

Please ensure that access is provided and any necessary arrangements are made for our team to perform the inspection.

If you have any questions or concerns, feel free to contact us at [Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Company/Organization Name]

[Contact Information]