

Confirmation of Central Heating System Upgrade

Date: [Insert Date]

To: [Customer's Name]

[Customer's Address]

[City, State, Zip Code]

Dear [Customer's Name],

We are pleased to confirm your scheduled upgrade for your central heating system. This upgrade is designed to enhance the efficiency and comfort of your home.

Details of the Upgrade:

- Upgrade Date: [Insert Date]
- Service Provider: [Insert Company Name]
- New System Model: [Insert Model Name]

The work is expected to take approximately [Insert Duration] hours and will be performed by our certified technicians. Please ensure that access to the heating system is available, and inform us of any specific requirements or concerns you may have.

If you have any questions regarding this upgrade, feel free to contact us at [Insert Contact Number] or [Insert Email Address].

Thank you for choosing us for your heating needs. We look forward to serving you!

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Company Phone Number]

[Company Email Address]