

# Energy Audit Follow-Up Scheduling

Dear [Client's Name],

We hope this message finds you well. We would like to thank you for participating in the recent energy audit at your premises. To ensure that we address all the opportunities identified during the audit, we would like to schedule a follow-up meeting.

Please let us know your availability for the following proposed dates and times:

- [Date 1] at [Time 1]
- [Date 2] at [Time 2]
- [Date 3] at [Time 3]

If none of these times work for you, please feel free to suggest alternatives that may be more convenient.

Thank you for your attention, and we look forward to your prompt response.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]