

Safety Compliance Verification Request

Date: [Insert Date]

To: [Recipient's Name]

Title: [Recipient's Title]

Company: [Recipient's Company]

Address: [Recipient's Address]

Email: [Recipient's Email]

Dear [Recipient's Name],

We are writing to formally request verification of safety compliance for [Specify Project/Activity]. As part of our commitment to maintaining high safety standards and regulatory compliance, we require documentation and verification regarding the safety measures implemented in accordance with [Specify Relevant Safety Regulations/Standards].

Specifically, we request the following information:

- Details of safety audits conducted.
- Records of safety training for employees.
- Documentation of safety equipment used.
- Incident reports and resolutions, if applicable.

Please send the requested information by [Insert Deadline] to ensure timely compliance with our internal review process. If you have any questions or need further clarification, feel free to contact me at [Your Phone Number] or [Your Email].

Thank you for your attention to this matter. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Address]

[Your Email]

[Your Phone Number]