

Housing Inspection Reminder

Date: [Insert Date]

Dear [Tenant's Name],

This is a friendly reminder that a housing inspection is scheduled for your unit on [Insert Date and Time]. Please ensure that your home is accessible for our inspection team.

If you have any questions or concerns, feel free to contact us at [Insert Phone Number] or [Insert Email Address].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization]