

Scheduled Boiler Servicing Reminder

Dear [Customer Name],

This is a friendly reminder that your scheduled boiler servicing is approaching. We want to ensure that your boiler operates efficiently and safely.

Service Date: [Date]

Time: [Time]

Technician: [Technician Name]

Please ensure that the area around the boiler is accessible for our technician. If you have any questions or need to reschedule, feel free to contact us at [Contact Information].

Thank you for choosing [Company Name] for your heating needs. We look forward to seeing you soon!

Best regards,
[Your Name]
[Your Position]
[Company Name]
[Phone Number]
[Email Address]