

Scheduled Electrical Inspection Notification

Date: **[Insert Date]**

To: **[Recipient's Name]**

Address: **[Recipient's Address]**

Dear **[Recipient's Name]**,

We are writing to inform you that a scheduled electrical inspection will take place at your property on **[Insert Inspection Date]** between **[Insert Start Time]** and **[Insert End Time]**.

The purpose of this inspection is to ensure that all electrical systems and equipment are compliant with current safety standards and regulations.

Please ensure that access to the property is available during the scheduled time and inform us of any specific concerns you might have ahead of the inspection.

Thank you for your attention to this important matter. If you have any questions, please feel free to contact us at **[Contact Information]**.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Phone Number]

[Your Email Address]