

# Scheduled Utility Meter Inspection Advisory

Dear [Customer Name],

We hope this message finds you well. This is to inform you that a scheduled inspection of your utility meter is set for:

**Date:** [Insert Date]

**Time:** [Insert Time]

Our qualified technicians will be visiting your premises to conduct a routine inspection to ensure optimal functioning and compliance with safety standards.

Please make sure that our technicians have access to the meter. If you have any questions or need to reschedule, feel free to contact us at [Insert Contact Number] or [Insert Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]