

Utility Meter Inspection Service Notification

Date: [Insert Date]

Dear [Customer's Name],

We are writing to inform you that your utility meter will be inspected as part of our routine maintenance and safety procedures. This inspection is essential to ensure the accuracy of your meter readings and to maintain the overall efficiency of our services.

Inspection Details:

- **Date of Inspection:** [Insert Inspection Date]
- **Time of Inspection:** [Insert Time Range]
- **Location:** [Insert Address]

Please ensure that our technicians have access to the meter location during the scheduled inspection time. If you have any questions or require to reschedule, feel free to contact us at [Insert Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]