

Notification of Upcoming Smoke Detector Inspection

Dear [Resident/Tenant Name],

This is to inform you that a routine inspection of smoke detectors will be conducted in your unit on [date] at [time].

Please ensure that access is granted to your unit during this time. If you have any questions or concerns, feel free to contact us at [contact information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Company/Organization Name]