

Installation Confirmation

Date: [Insert Date]

To: [Customer's Name]

Address: [Customer's Address]

Dear [Customer's Name],

We are pleased to inform you that your remote meter reading installation has been successfully scheduled. Below are the details of your appointment:

Date of Installation: [Insert Installation Date]

Time of Installation: [Insert Installation Time]

Technician Name: [Insert Technician Name]

Please ensure that all necessary arrangements are made to provide access to the meter location. If you have any questions or need to reschedule, please contact us at [Insert Contact Information].

Thank you for choosing [Utility Company Name]. We appreciate your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Utility Company Name]

[Contact Information]