

Date: [Insert Date]

To: [Tenant/Owner Name]

Address: [Property Address]

NOTICE: GAS LINE INSPECTION AND REPAIR

Dear Resident,

Please be advised that [Company Name/Building Management] will be conducting a mandatory inspection and necessary repairs of the natural gas lines at your property.

Scheduled Date: [Insert Date]

Scheduled Time: [Insert Time Window]

The purpose of this work is to ensure the safety and integrity of the gas distribution system. During this process:

- Technicians will require access to [Insert Areas, e.g., basement, kitchen, utility closet].
- Gas service may be temporarily disconnected during the inspection/repair.
- Pilot lights on gas appliances may need to be relit by our technicians once the work is complete.

For your safety, please ensure that all areas around gas meters and appliances are clear of clutter. If you have pets, please ensure they are secured in a separate room during the visit.

If you cannot be present during this time, please contact us immediately at [Insert Phone Number] to make alternative arrangements for access.

Thank you for your cooperation in maintaining the safety of our building.

Sincerely,

[Your Name/Signature]

[Title]

[Company Name]

[Phone Number]