

[Your Name/Company Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Recipient Name]
[Recipient Address]
[City, State, Zip Code]

Subject: Notice of Upcoming Sewer Line Inspection and Maintenance

Dear [Recipient Name/Property Owner/Tenant],

This letter is to inform you that we will be performing a routine inspection and preventative maintenance on the sewer lines located at [Property Address/Location Description] on [Date of Service].

The work is scheduled to take place between the hours of [Start Time] and [End Time].

Reason for Work:

Regular maintenance is necessary to ensure the integrity of the waste system, prevent blockages, and identify potential issues before they become emergencies. This process may involve the use of cameras for video inspection and high-pressure water jetting to clear debris.

What to Expect:

- Technicians will require access to [Specific Area, e.g., the basement, backyard cleanouts, or street access].
- You may hear some gurgling sounds from your drains or toilets during the cleaning process.
- As a precaution, please keep your toilet lids closed during the scheduled service hours.
- [Optional: Water service will/will not be interrupted during this time.]

If you have any questions or need to reschedule access to the premises, please contact us at [Phone Number] or [Email Address] at your earliest convenience.

Thank you for your cooperation in maintaining the property's infrastructure.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Title/Position]