

[Print on Letterhead]

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<<Proposed Tenant's name >>
<<Proposed Tenant's address>>
<<Address>>
<<Postcode>>

<<Date>>

Dear <<Proposed Tenant Name>>

**Proposed tenancy of <<Property>>
Electrical Installation Report**

The electrical installations at the property have been inspected and tested in accordance with the requirements of the Electrical Safety Regulations 2020.

and tested in accordance with the requirements of the Private Rented Sector (England) Regulations 2020.

I enclose for your information a copy of the Electrical Installation Report.

Installation report.

Please sign and return one copy of the report to me by return of post.

receipt.

Yours sincerely,

[For and on behalf of the] Landlord

.....

I confirm the proposed tenant's receipt of the report.

closure.

Signed _____

[For and on behalf of the] Proposed Tenant