

[Print on Letterhead]

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

<<Date>>

Dear <<Tenant Name>>

**Your tenancy dated <<date>> of**  
**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 the landlord.

receipt.

Yours sincerely,

[For and on behalf of the] Landlord

.....

I confirm the tenant's receipt of this report.

Signed \_\_\_\_\_

[For and on behalf of the] Tenant