

*ABC Inspections
John Smith, Owner*

*Phone: 123-456-7891
John@Sample.Com*



Dear Home Seller:

Thank you for allowing me [and the potential buyer] to inspect your home. We realize that we are guests in your home, and we conducted ourselves with the utmost respect for your property.

Although I had to open and close windows and doors, and test systems and appliances, etc., I made every attempt to leave your property in the same condition that I found it. However, please take a moment to check the following to make sure that I have reset them for you properly:

- | | | |
|------------------------------------|------------------------------------|---|
| <input type="radio"/> door locks | <input type="radio"/> thermostat/s | <input type="radio"/> range settings/oven & cooktop |
| <input type="radio"/> window locks | <input type="radio"/> GFCIs | <input type="radio"/> faucets |
| <input type="radio"/> lights | <input type="radio"/> attic access | <input type="radio"/> drapes/shutters |
| <input type="radio"/> alarm codes | <input type="radio"/> gates | <input type="radio"/> other: _____ |

Additional comments: _____

Once again, thank you very much for allowing us into your home. If you have any questions or observations, you may reach me directly by calling 123-456-7890, or by emailing me inspector@ABCinspectionbusiness.com.

Also, if you are moving locally and are in need of an inspector, please don't hesitate to contact me. You can find a comprehensive list of my services at www.ABCInspections.com.

Sincerely,

John Smith, Owner
ABC Inspections