



## Letter of Notification

***DELIVERED BY MAIL***

February 28, 2002

*Name*

*Address*

***Dear*** *Name*

***Re:*** ***Letter of Notification***

A recent inspection of the above noted project has brought the following items of concern to my attention. I would ask that you contact the undersigned to address these issues not later than

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Thank you in advance for your prompt attention.

Yours truly,