Dear $landlords.names$,

RE: Portable Appliance Testing - $property.inlineAddress$

We regret to inform you that electrical item(s) in your property recently failed Portable Appliance Testing (PAT). We attach a copy of the report.

It is our standard policy to remove any item failing PAT from properties. We will arrangement replacement of the item(s) on your behalf.

Please confirm your agreement to proceed with replacement of the above items.

Yours Sincerely,

$user.name$