

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Phone Number]  
[Your Email Address]

[Date]

[Inspector Name or Company Name]  
[Company Address]  
[City, State, Zip Code]

Re: Payment for Home Inspection - [Property Address]

Dear [Inspector Name],

Please find enclosed the payment for the home inspection conducted on [Date of Inspection] at the property located at [Full Property Address].

The total amount of \$[Amount] has been paid via [Check/Money Order/Online Transfer Reference Number].

I have also attached the signed inspection agreement for your records. Please provide a formal invoice marked as "Paid" and the final inspection report to my email address at [Your Email Address] as soon as possible.

Thank you for your professional services.

Sincerely,

[Your Signature]

[Your Printed Name]