August 27, 2015

Mr. John Landlord

Property Owner, Inc.

123 Main Street, Suite A

Anytown, CA 91234-5678

**Re: Hazardous Materials Business Plan Notification**

Dear Mr. Landlord:

State law requires that the owner/operator of a business located on leased or rented real property shall notify, in writing, the owner of the property that the business is subject to and is in compliance with the Hazardous Materials Business Plan requirements (Health and Safety Code Chapter 6.95 Section 25505.1).

Please note that a Hazardous Materials Business Plan has been completed and submitted to San Mateo County Environmental Health as required for the following facility:

**ACME Widget Company**

**6789 Drumyard Road**

**Anytown, CA 91234**

If you would like a copy of the Hazardous Materials Business Plan, one will be provided to you within five working days after receipt of your request. A copy of this notification letter will be kept at our facility.

If you have any questions, please contact the undersigned.

Sincerely,

Mr. James Smith

President

Cc: Compliance File