[Your Company Letterhead]
[Date]
[Recipient Name]
[Recipient Title]
[Recipient Company]
[Recipient Address]
[City, State, Zip Code]
Dear [Recipient Name],
Subject: PXE Remote Installation Notification
We are pleased to inform you that your PXE (Preboot Execution
Environment) remote installation is scheduled for [insert date and time].
This installation will allow for efficient setup and configuration of
your systems remotely.
Installation Details:
- **Date:** [insert date]
- **Time:** [insert time]
- **Duration:** [insert estimated duration]
- **Location:** [insert installation location]
- **Contact Person:** [insert contact name and phone number]
Please ensure that the systems to be installed are powered on and
connected to the network prior to the scheduled time. If there are any
specific configurations or software requirements you would like us to
address during the installation, please let us know by [insert deadline
for requests].
If you have any questions or need further assistance, do not hesitate to
reach out.
Thank you for your attention, and we look forward to successfully
completing your PXE remote installation.
Sincerely,
[Your Name]
[Your Title]
[Your Company]
[Your Phone Number]
[Your Email Address]