



[id]  
[name]  
[address]  
[zip] [city]

Date	DD.MM.YYYY
Order number	123456789
Your benefit number	1234.56
User	Smith
Techem AE-Nr.	1234/5678
Techem NE-Hr.	1234/5
Billing unit	Strasse 12 12345 Stadt
Location	XXX

## Appointment

Ladies and Gentlemen

The following assembly work is pending in your apartment:

1 x Checking the heat meter

**IMPORTANT: Please call us by DD.MM.YYYY on the following number to make an appointment:  
XXX/ XXXXXX-XXX**

Alternatively, you can make an appointment in our portal.

To do this, go to your internet browser:

**termin.techem.de**

**Your access data:**

Order number: XXXXXXXXX

Techem billing unit number: XXXX/XXXX XXXX

Postal code billing unit: XXXX

...or scan the QR  
code with your mobile  
phone camera for an  
automatic login.



Please note that costs may arise if the work cannot be carried out if you do not respond or if we are unexpectedly unable to find you.

Please allow free access to all rooms and make sure that all assembly and installation points are freely accessible.

It goes without saying that we observe the current hygiene, distance and contact requirements for all work inside and outside of apartments. We train our technicians regularly and intensively on the hygiene recommendations specified by the authorities: maintaining sufficient distance from residents and each other, touching as little as possible in the apartments and buildings and paying close attention to hygiene on the go. All of our fitters are equipped with material to wash and disinfect their hands regularly.

**Please also keep the recommended distance of at least two meters from our technician.**

Thanks for your support.

A recreation by pizzaisdavid