

State of _____

NOTICE TO ENTER

_____, 20__

Tenant: _____ (Tenant Name)

Address: _____ (Property Address)

RE: Notice of Entry

Dear _____ (Tenant Name),

This letter is to notify you that, according to the terms of your Lease Agreement dated _____, 20__, the Landlord/Property Manager will enter the premises located at the address above for the purpose of _____.

The entry will occur on _____, 20__, between the hours of _____ ☐ AM ☐ PM and _____ ☐ AM ☐ PM. If this time is inconvenient, please contact us immediately to reschedule.

According to state and local jurisdiction laws and your lease agreement, a minimum of ____ hours' notice has been provided.

Sincerely,

_____, (Landlord/Property Manager Signature)

_____, (Landlord/Property Manager Name)

_____, (Landlord/Property Manager Contact Number)

_____, (Landlord/Property Manager Email)

