

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

[Date]

[Recipient Name/Landlord/Property Manager]
[Address]
[City, State, Zip Code]

RE: Notice of Demand for Property Inspection

Dear [Recipient Name],

I am writing to formally request an inspection of the property located at **[Property Address]**. As the [Tenant/Owner/Interested Party], I am exercising my right to verify the current condition of the premises.

I would like to schedule this inspection for **[Date]** at **[Time]**. If this time is not convenient, please contact me immediately to arrange an alternative date and time within the next [Number] days.

The primary purpose of this inspection is to [State reason: e.g., document existing damage, verify requested repairs, routine maintenance check, or move-out walkthrough].

Please confirm receipt of this notice and your availability by [Deadline Date]. I look forward to your prompt cooperation.

Sincerely,

[Your Signature]

[Your Printed Name]