

Date: [Current Date]

To: [Tenant Name(s)]

Property Address: [Full Rental Address]

RE: TWENTY-FOUR (24) HOUR NOTICE TO ENTER PREMISES

Dear [Tenant Name],

Please be advised that the Landlord, Manager, or authorized personnel will be entering your rental unit on:

Date of Entry: [Date of Maintenance]

Estimated Time of Entry: [Start Time] to [End Time]

The purpose of this entry is to perform the following maintenance or repairs:

- [Description of Maintenance Task 1]
- [Description of Maintenance Task 2]

This notice is being provided in accordance with your lease agreement and local landlord-tenant laws. You are not required to be present during this entry. If you have pets, please ensure they are secured in a room or crate for the duration of the visit.

Thank you for your cooperation.

Sincerely,

[Landlord or Manager Name]

[Phone Number]

[Email Address]