

NOTICE OF ENTRY: ANNUAL SMOKE ALARM MAINTENANCE

Date: [Date of Notice]

To all residents of: [Property Name / Address]

Dear Resident,

Please be advised that management or authorized contractors will be entering your apartment home to perform the mandatory Annual Smoke Alarm Preventative Maintenance and Safety Inspection.

Scheduled Entry Date: [Date]

Estimated Time Window: [Start Time] to [End Time]

During this visit, our team will:

- Test all smoke and carbon monoxide detectors.
- Replace batteries in all units.
- Replace any expired or malfunctioning devices.
- Verify the fire extinguisher (if applicable).

If you have pets, please ensure they are secured in a crate or a separate room for the duration of the inspection. You do not need to be present for this maintenance to occur.

Thank you for your cooperation in keeping our community safe.

Sincerely,

Property Management
[Contact Phone Number]
[Email Address]