

Date: [Insert Date]

To: [Tenant Name(s)]

Address: [Property Address, Unit Number]

**RE: TWENTY-FOUR (24) HOUR NOTICE TO SHOW PROPERTY**

Dear [Tenant Name],

This letter serves as formal notice that [Landlord Name/Agency Name] intends to enter your rental unit on [Date of Entry] at approximately [Time of Entry].

The purpose of this entry is to show the premises to a prospective buyer, as the property is currently listed for sale.

This notice is being provided in accordance with your lease agreement and local landlord-tenant laws, which require a 24-hour notification prior to entry.

Please ensure that any pets are secured and that all pathways are clear for the viewing. You are not required to be present during the showing, but you are welcome to be there if you prefer.

Thank you for your cooperation.

Sincerely,

[Your Name/Signature]

[Your Phone Number]

[Your Email]