

Date: [Date of Notice]

To: [Tenant Name(s)]

Address: [Property Address/Unit Number]

Subject: Notice of Intent to Enter Premises for Insurance Purposes

Dear [Tenant Name],

This letter serves as formal notice that the Landlord or their authorized representative will be entering your rental unit at the date and time specified below:

Date of Entry: [Date]

Estimated Time: [Time Range, e.g., 10:00 AM to 12:00 PM]

The purpose of this entry is to conduct a property inspection required by the landlord's insurance provider. This may include, but is not limited to, taking photographs of the interior and exterior, checking safety equipment (smoke detectors/fire extinguishers), and assessing the general condition of the structure.

This notice is being provided in accordance with the terms of your lease agreement and local landlord-tenant laws.

You are not required to be present during this inspection. However, if you have pets, please ensure they are secured in a crate or removed from the premises for the duration of the visit.

If you have any questions or if there is a significant conflict with the scheduled time, please contact me immediately at [Your Phone Number] or [Your Email Address].

Thank you for your cooperation.

Sincerely,

[Your Name/Landlord Name]

[Your Contact Information]