

DATE: [Current Date]

TO: [Tenant Name(s)]

ADDRESS: [Rental Unit Address]

NOTICE OF ENTRY

Dear Tenant,

Please be advised that management or authorized personnel will be entering your unit on the date and time specified below:

DATE OF ENTRY: [Date of Inspection]

ESTIMATED TIME: [Start Time] to [End Time]

PURPOSE OF ENTRY:

The purpose of this entry is to perform mandatory testing and compliance checks of the following safety devices:

- Smoke Detectors
- Carbon Monoxide Detectors
- Fire Extinguishers (if applicable)

This inspection is required to ensure that all equipment is in proper working order and meets local safety codes and regulations. Batteries will be replaced and units will be tested for functionality.

You are not required to be present during this inspection. However, please ensure that all pets are secured and that the detectors are easily accessible (not blocked by furniture or personal items).

Thank you for your cooperation in keeping the building safe.

Sincerely,

[Your Name/Management Company Name]

[Phone Number]

[Email Address]