

**Date:** [Insert Date]

**To:** [Tenant Name(s)]

**Address:** [Insert Property Address]

**RE: NOTICE OF ENTRY - PROPERTY INSPECTION**

Dear [Tenant Name],

This letter serves as formal notice that the Landlord or their authorized agent intends to enter your rental unit on **[Insert Date]** at approximately **[Insert Time]**.

The purpose of this entry is to conduct a property inspection following reports or evidence of suspected smoking inside the premises. Please be advised that your lease agreement strictly prohibits smoking within the unit. This inspection is necessary to assess the condition of the property and ensure compliance with the terms of your lease.

Pursuant to local laws and your lease agreement, the Landlord is permitted to enter the premises for inspections provided that proper notice is given. You are not required to be present during this inspection, but you are welcome to be there if you choose.

Please ensure that any pets are secured and that all areas of the unit are accessible to the inspector.

Thank you for your cooperation.

Sincerely,

[Landlord/Property Manager Name]

[Phone Number]

[Email Address]