

## NOTICE OF INTENT TO ENTER PREMISES

Date: [Current Date]

To: [Tenant Name]

Address: [Property Address, Unit Number]

Dear [Tenant Name],

Please be advised that management or authorized personnel will officially enter your premises on the date and time specified below:

**Date of Entry:** [Date]

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

The purpose of this entry is for: [Reason for entry, e.g., routine inspection, repairs, or maintenance].

You are not required to be present during this time; however, please ensure that any pets are secured and that any security alarms are deactivated or codes are provided to management.

This notice is being provided in accordance with your lease agreement and local housing regulations.

If you have any urgent questions regarding this scheduled entry, please contact us at [Phone Number] or [Email Address].

Sincerely,

[Your Name/Property Manager Name]

[Company Name]