

NOTICE OF ENTRY

Date: [Date of Notice]

To All Residents of: [Property Name / Unit Number]

Dear Resident,

Please be advised that Management and authorized contractors will be entering your unit to perform planned structural upgrades to the building. These improvements are necessary to ensure the long-term safety and integrity of the property.

Scheduled Date(s): [Start Date] to [End Date]

Scheduled Time: [Start Time] to [End Time]

Scope of Work:

[Briefly describe work, e.g., reinforcing floor joists, wall support installation, etc.]

Please ensure that any pets are secured and that the work area identified as [Specific Area, e.g., the main closet / living room wall] is cleared of personal belongings. You do not need to be present during this time; a member of staff will accompany the contractors if you are away.

We apologize for any noise or inconvenience this essential maintenance may cause. Thank you for your cooperation.

Sincerely,

[Your Name/Property Manager Name]

[Management Company Name]

[Phone Number]

[Email Address]