

URGENT NOTICE: EMERGENCY ENTRY FOR REPAIRS

Date: [Current Date]

To: [Tenant Name(s)]

Property Address: [Full Property Address]

Dear Tenant,

This letter serves as formal notification that emergency entry into your rental unit was required on [Date of Entry] at approximately [Time of Entry].

Reason for Emergency Entry:

[Describe the emergency, e.g., Burst water pipe, gas leak, electrical fire hazard, etc.]

Action Taken:

[Describe what was fixed or the current status of the repair]

Due to the urgent nature of this situation and the potential for immediate damage to the property or risk to safety, prior notice was not possible. This entry was conducted in accordance with local landlord-tenant laws regarding emergency access.

Status of Repairs:

[] The issue has been fully resolved.

[] Temporary repairs have been made. A follow-up visit is required on [Date/Time].

If you have any questions or concerns regarding this entry, please contact the management office immediately at [Phone Number].

Sincerely,

[Your Name/Property Manager Name]

[Company Name]

[Contact Information]