

DATE: [Date]

TO: [Tenant Name(s)]

ADDRESS: [Rental Property Address]

RE: NOTICE OF INSPECTION

Dear [Tenant Name],

This letter serves as formal notice that the Landlord or their authorized agent will be entering the premises located at [Property Address] on [Date of Inspection] at approximately [Time].

This entry is being conducted in accordance with the terms of your lease agreement and local laws. The purpose of this inspection is to investigate reports of activities that may be in violation of your lease terms and/or local ordinances, specifically regarding suspected illegal activity on the premises.

Please ensure that any pets are secured and that all areas of the property are accessible. You are not required to be present, but you are welcome to be there if you choose.

Failure to allow access for this inspection may result in further legal action or a formal notice of lease violation.

If you have any urgent questions, please contact me at [Phone Number].

Sincerely,

[Your Name/Landlord Name]
[Company Name, if applicable]
[Contact Information]