

[Your Name/Company Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Tenant Name]
[Tenant Address]
[City, State, Zip Code]

RE: NOTICE OF LEASE BREACH - FAILURE TO PROVIDE ACCESS

Dear [Tenant Name],

This letter serves as formal notice that you are in breach of your residential lease agreement dated [Lease Start Date] for the property located at [Property Address].

Specifically, you have violated Section [Number] of the lease agreement, which requires the tenant to allow the landlord or their agents access to the premises for [Reason: e.g., inspections, repairs, or showings] provided that proper notice is given.

On [Date(s) of attempted access], access was denied despite [Your Name/Company] providing the required [Number of hours] hours' notice as per the lease and local laws. This refusal constitutes a material breach of your rental agreement.

Required Action:

You are required to remedy this breach immediately. We have rescheduled the necessary access for [Date] at [Time]. Please ensure that the premises are accessible at this time. Failure to comply may result in further legal action, which may include eviction proceedings or the recovery of costs associated with delayed repairs.

Please contact me at [Phone Number] to confirm that you have received this notice and will provide access on the date specified above.

Sincerely,

[Your Signature]
[Your Printed Name]