

DATE: [Insert Date]

TO: [Tenant Name]

ADDRESS: [Rental Unit Address]

RE: NOTICE OF FAILURE TO PROVIDE ACCESS FOR PEST CONTROL SERVICE

Dear [Tenant Name],

This letter is to formally notify you that on [Date of Scheduled Visit], at approximately [Time], our authorized pest control provider was unable to gain access to your unit to perform scheduled maintenance/treatment.

Proper notice of this service was provided to you on [Date Notice was Given] via [Method of Delivery, e.g., door hanger/email].

Regular pest control is essential for the health and safety of all residents and the maintenance of the property. Failure to provide access as required by your lease agreement hinders our ability to keep the building free of pests.

A follow-up service has been rescheduled for:

DATE: [New Date]

TIME WINDOW: [New Time Window]

Please ensure that the unit is accessible. This includes [Optional: unlocking deadbolts / securing pets / clearing areas under sinks].

Failure to comply with this second request may result in [Optional: a trip fee of \$XX.XX / further action regarding lease compliance].

If you have any questions, please contact the management office immediately at [Phone Number].

Sincerely,

[Your Name/Management Name]

[Property Name/Company Name]