

DATE: [Date]

TO: [Tenant Name(s)]

ADDRESS: [Property Address]

SUBJECT: SECOND WARNING: FAILURE TO PROVIDE PROPERTY ACCESS

Dear [Tenant Name],

This is a formal second warning regarding your failure to provide access to the property located at [Property Address].

On [Date of First Request/Notice], we provided you with a formal notice requesting entry to the premises on [Date of Proposed Entry] for the purpose of [State Purpose: e.g., routine inspection/necessary repairs]. Despite this notice, access was denied or hindered on that date.

Pursuant to your lease agreement and local landlord-tenant laws, the landlord or their agents have the right to enter the premises for specific purposes provided that proper notice is given. Your refusal to allow access is a violation of the terms of your tenancy.

We have rescheduled the required entry for the following time:

Date: [New Date]

Time: [New Time Window]

Please ensure that any pets are secured and that the necessary areas are accessible. You are not required to be present during this time, but you must not interfere with the entry.

Failure to comply with this request may result in further administrative action, including but not limited to, legal proceedings or the initiation of eviction for breach of lease terms.

Please contact us immediately at [Phone Number] or [Email Address] if there is an emergency that prevents access at this scheduled time.

Sincerely,

[Your Name/Property Manager Name]

[Company Name]

[Contact Information]