

DATE: [Insert Date]

TO: All Residents of Unit [Insert Unit Number/Building]

SUBJECT: Notice of Scheduled Pest Control Service

Dear Resident,

Please be advised that a professional pest control service is scheduled for your apartment unit on the following date and time:

Service Date: [Insert Day and Date]

Estimated Time: [Insert Time Window, e.g., 9:00 AM - 1:00 PM]

Entry Requirements:

In accordance with your lease agreement, management and the service technician will be entering your unit to perform a routine inspection and preventative treatment. You do not need to be present for this service.

Instructions for Residents:

- Please ensure that all pets are secured in a crate or removed from the premises during the service window.
- Clear any clutter away from baseboards and under-sink areas.
- If you have noticed specific pest issues, please leave a written note on your kitchen counter for the technician.

The products used are EPA-approved and safe for indoor residential use. However, if you have specific health concerns or chemical sensitivities, please contact the management office immediately.

Thank you for your cooperation in keeping our community pest-free.

Sincerely,

[Management Name/Property Name]

[Contact Phone Number]

[Email Address]