

DATE: [Insert Date]

TO: [Tenant Name]

ADDRESS: [Property Address / Unit Number]

SUBJECT: NOTICE OF MANDATORY PEST CONTROL INSPECTION

Dear [Tenant Name],

This letter serves as formal notice that a pest control inspection has been scheduled for your rental unit. Our records indicate that you have either failed to provide access for a previous scheduled inspection or have not complied with the necessary preparations required for treatment.

Inspection Details:

- **Date:** [Insert Date]
- **Time Window:** [Insert Time, e.g., 9:00 AM - 12:00 PM]
- **Inspector/Company:** [Insert Name of Pest Control Company]

Please be advised that under the terms of your lease agreement, management has the right to enter the premises for maintenance and inspections provided that proper notice is given. This inspection is mandatory to ensure the health and safety of the building and its occupants.

Requirements:

- Ensure an adult is present to provide access, or authorize management to use a master key.
- Secure all pets in a crate or remove them from the premises during the inspection.
- [Optional: Insert specific prep instructions, e.g., clear under-sink areas].

Failure to allow access or failure to prepare your unit as instructed may result in a fine of [Insert Amount] and/or further legal action, including termination of your tenancy.

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

Sincerely,

[Your Name/Property Manager Name]
[Management Company Name]