

URGENT: NOTICE OF MANDATORY EMERGENCY ACCESS

Date: [Insert Date]

Property Address: [Insert Full Address]

Unit Number: [Insert Unit Number]

Dear Resident(s),

This letter serves as formal notice that management and/or emergency maintenance personnel require immediate entry into your unit to address a plumbing emergency.

Reason for Emergency Entry:

[Describe issue, e.g., Active water leak affecting units below / Main line blockage / Burst pipe]

Due to the critical nature of this situation and the risk of significant property damage or loss of essential services, we are exercising our right to enter the premises immediately under the emergency access provisions of your lease agreement and local housing laws.

Work to be Performed:

Maintenance staff or licensed plumbers will be inspecting all water fixtures and performing necessary repairs to contain the leak or clear the obstruction.

We apologize for this intrusion and any inconvenience it may cause. Our primary goal is to ensure the safety of the building and restore normal services as quickly as possible.

If you have any immediate questions, please contact the Management Office at [Insert Phone Number].

Sincerely,

[Management Name]

[Building Name/Company]

[Contact Information]