

URGENT: NOTICE OF EMERGENCY ENTRY

Date: [Date]

To the Resident/Occupant of: [Unit Number/Address]

This letter serves as formal notice that an emergency entry into your unit is required/has been made due to a **sewer backup emergency**.

Under the terms of your lease agreement and local housing laws, management or maintenance personnel may enter the premises without prior notice in the event of an emergency that threatens the safety of occupants or the structural integrity of the building.

Reason for Entry: Sewer line blockage and/or backup requiring immediate inspection and repair to prevent sanitation hazards and water damage.

Work Performed/Required:

Inspection of plumbing fixtures

Snaking/clearing of drain lines

Water extraction/remediation

Other: [Description]

Date and Time of Entry: [Date] at [Time]

Personnel Entering: [Name of Technician/Company]

We apologize for this intrusion and any inconvenience it may cause. Our primary goal is to ensure the health and safety of all residents and to prevent further damage to the property.

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

Sincerely,

[Your Name/Company Name]

[Title]

[Contact Information]