

[Landlord Name]
[Landlord Address]
[City, State, Zip Code]
[Phone Number]
[Email]

[Date]

[Tenant Name]
[Tenant Address]
[Unit Number]
[City, State, Zip Code]

RE: NOTICE OF INTENT TO REMEDIATE PROPERTY HAZARD

Dear [Tenant Name],

This letter serves as formal notice regarding a safety hazard identified at the property located at [Property Address].

Description of Hazard:

[Provide brief description, e.g., mold, lead paint, structural damage, gas leak, etc.]

Remediation Plan:

To ensure your safety and comply with health and safety regulations, the following repairs or mitigation steps will be taken:

[Detail the steps to be taken]

Scheduled Date and Time:

Work is scheduled to begin on [Start Date] at [Start Time] and is expected to be completed by [Estimated End Date].

Required Actions from Tenant:

[Select one or more: No action required / Please clear the area around the hazard / Access to the unit is required / Temporary relocation is necessary during work hours]

During this period, authorized contractors from [Company Name] will be on-site to perform the necessary work. We will make every effort to minimize disruption to your daily routine.

If you have any questions or if the scheduled time presents a significant conflict, please contact me immediately at [Phone Number].

Thank you for your cooperation in maintaining a safe living environment.

Sincerely,

[Landlord Signature]

[Landlord Printed Name]