

Date: [Current Date]

To: [Tenant Names]

Property Address: [Full Property Address]

Notice of Intent to Enter Property

Dear [Tenant Names],

This letter serves as formal notice that the landlord or their authorized agent intends to enter the premises listed above to conduct a **routine property inspection**.

The inspection is scheduled for the following date and time:

- **Date:** [Date of Inspection]
- **Time Window:** [Start Time] to [End Time]

The purpose of this inspection is to assess the general condition of the property and to identify any necessary maintenance or safety repairs. You are not required to be present during this time; however, you are welcome to be there if you wish. If you have any pets, please ensure they are secured for the duration of the visit.

This notice is provided in accordance with the terms of your lease agreement and local landlord-tenant laws regarding entry notice requirements.

If you have any questions or if there is a significant conflict with the scheduled time, please contact [Name] at [Phone Number/Email] immediately.

Thank you for your cooperation.

Sincerely,

[Your Name/Company Name]

[Title]

[Phone Number]