

Date: [Date]

To: [Tenant Name]

Property Address: [Full Property Address]

NOTICE OF INTENT TO ENTER PROPERTY

Dear [Tenant Name],

Please be advised that the owner of the property or their authorized agent intends to enter your rental unit to show the premises to prospective buyers.

The entry is scheduled for the following date and time:

- **Date:** [Date of Entry]
- **Estimated Time:** [Start Time] to [End Time]

This notice is being provided in accordance with your lease agreement and local landlord-tenant laws. You are not required to be present during this tour; however, please ensure that any pets are secured and that all entryways are accessible.

We appreciate your cooperation in keeping the property in a clean and presentable condition for this scheduled viewing.

If you have any urgent questions regarding this schedule, please contact [Landlord/Agent Name] at [Phone Number/Email].

Sincerely,

[Signature]

[Printed Name]

[Title/Company Name]