

**Date:** [Current Date]

**To:** [Tenant Name(s)]

**Property Address:** [Full Property Address]

# NOTICE OF INTENT TO ENTER PROPERTY

Dear [Tenant Name],

This letter serves as formal notice that the landlord, property manager, or authorized contractors intend to enter the premises listed above for the purpose of performing planned renovations and upgrades.

**Scheduled Date(s):** [Start Date] to [End Date]

**Scheduled Time:** [Start Time] to [End Time]

**Description of Work:**

The following upgrades are scheduled to be performed:

- [Description of upgrade 1, e.g., Kitchen cabinet replacement]
- [Description of upgrade 2, e.g., Bathroom tiling]
- [Description of upgrade 3, e.g., Flooring installation]

Please ensure that all pets are secured and that any personal items are cleared from the work areas mentioned above to prevent damage and allow the contractors to work efficiently.

This entry is being conducted in accordance with your lease agreement and local landlord-tenant laws. We apologize for any inconvenience these improvements may cause and appreciate your cooperation in maintaining the property.

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

Sincerely,

[Landlord/Manager Signature]

[Landlord/Manager Printed Name]

[Contact Information]