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**24-HOUR NOTICE OF ENTRY**

DATE: \_\_\_\_\_

PREMISES: \_\_\_\_\_

TENANT: \_\_\_\_\_

LANDLORD: \_\_\_\_\_

Landlord's Address: \_\_\_\_\_

This letter serves as **official notice** that **[Name of individual]**, will be entering the PREMISES on **[Date]** at approximately **[Time]**.

The purpose of this entry is to **[state reasons, e.g., conduct a routine inspection, perform necessary repairs, show the unit to prospective tenants, etc.]**.

In accordance with applicable landlord-tenant laws, I am providing you with **at least 24 hours' notice** before entry. If you have any concerns, please contact me at **[Phone Number/Email]** as soon as possible.

Please ensure that all pets are secured, and any necessary arrangements are made for access to the PREMISES.

Thank you for your cooperation.

LANDLORD:

\_\_\_\_\_  
Signature of landlord or authorized representative

**Certificate of Service**

The undersigned certifies that a true copy of the foregoing notice was served on the \_\_\_ day of \_\_\_\_\_, 20\_\_\_ as follows (only the checked item applies): \_\_\_ by personal delivery to TENANT, or \_\_\_ by personal delivery to a person at least 18 years old residing in the PREMISES, or \_\_\_ by posting on the door of the PREMISES if no one was present at the PREMISES at the time of service.

\_\_\_\_\_  
Signature of landlord or authorized representative