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## Notice To Enter Premises

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Date: \_\_\_\_\_ Mailed \_\_\_\_ By Hand \_\_\_\_

Tenant's Name(s): \_\_\_\_\_  
\_\_\_\_\_

Property Address: \_\_\_\_\_

City, Prov, PC: \_\_\_\_\_, \_\_\_\_\_

**RE: Access to Premises at:** \_\_\_\_\_

This notice has been sent to advise that the management team will be entering the property for the purposes of:

- Inspecting work completed by contractors, tenants, or agents of the manager
- Performing maintenance or service inspection and/or work
- Reviewing the premises for upcoming decorating, renovations, or alterations.
- Inspection by municipal authority.
- Showing to Prospective Tenants or Purchasers (see schedule of access listed below)
- Other: \_\_\_\_\_

Access to Premises Scheduled for:

<i>Date</i>	<i>Day</i>	<i>Times Required</i>
_____	_____	_____
_____	_____	_____

We will likely be using the master key to access the premises if you are not home to provide access. Please prepare the property for showings and ensure the property is being maintained in good condition and cleanliness as required by your rental agreement during this time.

Should access to equipment behind TV, stereo equipment, computers or furniture be required, please take care of the relocation of these components before we arrive on site. We will not be help responsible for any re-adjustments or damages to equipment etc. as a result of the tenant(s) forgetting to make clear access to components.

We will do our best to minimize interruptions and disruptions to your tenancy, but work must be completed. Should additional access be required, we will advise you accordingly.

Regards,

\_\_\_\_\_  
Landlord (Print)

\_\_\_\_\_  
Signed