225(10/14)

NOTICE OF INTENT TO ENTER

TENANT NAME(S): _____ *and all other occupants*
RENTAL ADDRESS: _____ UNIT# _____
CITY: _____ STATE: _____ ZIP: _____

○ Personally delivered to tenant on ___ ___ ___ at ___:___ am/pm (Circle one)

○ Mailed to tenant(s) via first class mail on ___ ___ ___ *(Add a minimum of three days to the entry date below for mailing, not including the date mailed)*

○ Attached in a secure manner to the main entrance to that portion of the premises of which the tenant has possession on ___ ___ ___ at ___:___ am/pm (Circle one)

○ Other (describe method of actual service): _____
on ___ ___ ___ at ___:___ am/pm (Circle one) *(Only use this method when it is reasonably calculated to achieve actual receipt of notice, and is agreed to and described in a written rental agreement)*

This is your notice that the Landlord, and/or the Landlord's Agent, plan(s) to enter the above described premises on ___ ___ ___ between the hours of ___:___ am/pm (Circle one) and ___:___ am/pm (Circle one) for the following reasons ***(this notice must be served at least 24 hours in advance of the date and time of the proposed entry, not including extra days required when service is only done by first class mail)*:**

○ to make necessary or agreed upon repairs or improvements
- Name of company (if appropriate): _____
- Repairs: _____
- Improvements: _____

○ to inspect ○ to allow city inspectors to inspect ○ to show to a prospective renter ○ to show to a prospective buyer

X_____ _____
Landlord/Owner/Agent Date Landlord/Owner/Agent's telephone

_____ Copied to: _____
Landlord/Owner/Agent's address

EQUAL HOUSING OPPORTUNITY
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