

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 (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)
Circle one

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 and _____:_____ am/pm 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):
Circle one Circle one

- ☐ 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



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

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