

# Notice of Entry for Seasonal Maintenance Activities

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

This letter serves as a formal notice that we will be conducting seasonal maintenance activities in your unit on [Insert Date(s) of Entry]. The maintenance activities are scheduled to start at [Insert Start Time] and are expected to be completed by [Insert End Time].

The purpose of this entry is to ensure that the property is well-maintained and to address any seasonal repairs needed. Our maintenance team will be performing the following services:

- [Service 1]
- [Service 2]
- [Service 3]

Please ensure that any valuable items are secured, and that the areas requiring maintenance are accessible. If you have any questions or concerns regarding the scheduled maintenance, do not hesitate to reach out.

Thank you for your understanding and cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]

[Property Management/Owner Name]