

# Important Property Inspection Information

Dear [Tenant's Name],

This letter is to inform you about the upcoming property inspection at your residence located at [Property Address]. The details are as follows:

## Inspection Details

- **Date:** [Date]
- **Time:** [Time]
- **Duration:** Approximately [Duration]

The purpose of this inspection is to ensure that the property is being maintained in accordance with the lease agreement and to address any necessary repairs.

## Important Reminder

Please make sure that:

- You are available during the inspection time.
- All areas of the property are accessible.
- Any pets are secured, if applicable.

If you have any questions or concerns, please feel free to contact me at [Your Contact Information].

Thank you for your cooperation.

Sincerely,  
[Your Name]  
[Your Title]  
[Company Name]