

Tenant Inspection Request Notification

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

We hope this message finds you well. We are writing to inform you that we will be conducting a routine inspection of your rental unit located at [Tenant's Address]. This inspection is an important part of maintaining the property and ensuring a safe and comfortable living environment.

Inspection Date: [Insert Date of Inspection]

Inspection Time: [Insert Time of Inspection]

Please ensure that the premises are accessible during the scheduled time. If you have any concerns or if this time is not convenient, feel free to contact us at [Landlord's Contact Information] to reschedule.

Thank you for your cooperation.

Sincerely,

[Landlord's Name]

[Landlord's Contact Information]

[Property Management Company, if applicable]