



# 24 HOUR NOTICE INSPECTION / MAINTENANCE

DATE \_\_\_\_\_ PROPERTY NAME / NUMBER \_\_\_\_\_

RESIDENT NAME(S) \_\_\_\_\_

UNIT NUMBER \_\_\_\_\_ STREET ADDRESS \_\_\_\_\_ and all others.

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

Pursuant to Oregon Landlord/Tenant law, **THIS IS TO NOTIFY YOU THAT ENTRY TO YOUR DWELLING WILL BE MADE:**

Between \_\_\_\_\_ and \_\_\_\_\_ and between \_\_\_\_\_ and \_\_\_\_\_  
DATE DATE TIME (am / pm) TIME (am / pm)

To inspect the dwelling. Please notify this office at the number indicated below if this is not acceptable.

For maintenance of \_\_\_\_\_

by \_\_\_\_\_ (company or individual's name).

To exhibit dwelling to prospective or actual purchasers, mortgagees, or tenants.

**The above is authorized by the landlord to enter upon demand or in the resident's absence for inspection or until the repair/maintenance is completed.**

**Actual notice of the proposed entry has been given resident as follows:**

Verbally to Resident at \_\_\_\_\_ on \_\_\_\_\_ or  
TIME (am / pm) DATE

Left message on Resident's answering machine at \_\_\_\_\_ on \_\_\_\_\_ or  
TIME (am / pm) DATE

Notice posted on door of unit at \_\_\_\_\_ on \_\_\_\_\_ or  
TIME (am / pm) DATE

Notice mailed to resident by first class mail on \_\_\_\_\_  
DATE

Owner/Agent  \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

THANK YOU FOR YOUR COOPERATION