

**NOTICE OF RIGHT TO INSPECTION  
PRIOR TO TERMINATION OF TENANCY**

To: \_\_\_\_\_ (“Tenant”) and any other  
occupant(s) in possession of the premises locate at (Street Address) \_\_\_\_\_  
(Unit/Apt#) \_\_\_\_\_ (City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip) \_\_\_\_\_ (“Premises)

**PURPOSE OF NOTICE:** Pursuant local law, landlord must give tenant written notice of tenant's right to request an initial inspection and to be present during the inspection. The landlord must give this notice to the tenant a “reasonable time” after either the landlord or the tenant has given the other written notice of intent to terminate (end) the tenancy. If the tenant has a lease, the landlord must provide the tenant this notice a “reasonable time” before the lease ends. If the tenant does not request an initial inspection, the does not have any other duties with respect to the initial inspection. When the tenant requests an initial inspection, the landlord and tenant must try to agree on a mutually convenient date and time for inspection. The inspection cannot be scheduled earlier than two weeks before the end of the tenancy or lease term. In any event, the inspection should be scheduled to allow the tenant ample time to perform repairs or do cleaning identified during the initial inspection. The landlord must give the tenant at least 48 hours advance written notice of the date and time of the inspection whether or not the parties have agreed to a date and time for the inspection. The landlord is not required to given the 48-hour notice to the tenant if: (I) the parties have not agreed on a date and time, and the tenant no longer wants the inspection; or (ii) the landlord and tenant have agreed in writing to waive (give up) the 48-hour notice requirement.

1. You have the right to request that the landlord or landlord's agent (“Landlord”) make an inspection of the Premises prior to the termination of your tenancy for the purpose of providing you an opportunity to remedy deficiencies (consistent with your lease or rental agreement), in order to avoid certain deductions from your security deposit.
2. You have the right to be present at this inspection. If you are not present, the Landlord may proceed with the inspection without you.
3. This inspection can be conducted no earlier than two weeks prior to termination of your tenancy. Your lease or rental agreement is scheduled to terminate on \_\_\_\_\_.
4. The inspection must be conducted during normal business hours unless both you and the landlord agree to a different date and time. The Landlord prefers to conduct the inspection on \_\_\_\_\_ at \_\_\_\_\_ (  AM /  PM).
5. You are not required to have your Premises inspected prior to termination of your tenancy.
6. If you desire an inspection prior to termination of tenancy, you must check a box in paragraph 8 and return this Notice to Landlord at the Landlord's address within 7 days of receiving the Notice. If you do not return this Notice within 7 days, or if you return this notice without checking a box indicating you desire an inspection, the Landlord will presume you do not desire an inspection prior to termination of your tenancy.
7. In some states, laws permit former tenants to reclaim abandoned personal property left at the tenant's prior address, subject to certain conditions. You may or may not be able to reclaim personal property without incurring additional costs, depending on the cost of storing the property until property is reclaimed.

Landlord (Owner or Agent) Signature \_\_\_\_\_ Date \_\_\_\_\_  
Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

8.  **I WANT** and inspection of the Premises prior to the termination of my tenancy.  
 If a date and time is specified in paragraph 4, please schedule the inspection for that date and time. **OR**  
 Please contact me at \_\_\_\_\_ to schedule an inspection.
9.  **I DONT WANT** and inspection of the Premises prior to termination of my tenancy and I release and hold harmless Landlords, brokers and agents from any liability in connection with this decision.

Tenant \_\_\_\_\_ Date \_\_\_\_\_  
(Print name) (Signature)

Tenant \_\_\_\_\_ Date \_\_\_\_\_  
(Print name) (Signature)

My forwarding address and phone number are:  
Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_