



24-Hour Notice Information

DEAR CLIENT:

In order to best serve your case, we ask that you inspect the premises yearly to ensure that the unit is preserved in a habitable state. It is suggest to take pictures of the rental unit prior and after repairs are made.

Note, when serving a 24-hour notice you may request to enter during **business hours only**. These are Monday to Friday from 9am to 5pm. If you need to enter outside business hours, you may if the tenant agrees.

THINGS TO REPAIR & MAINTAIN IN THE RESIDENTIAL RENTAL UNIT:

- Working Carbon Monoxide & Smoke detectors.
- Windows **MUST** have screens & glass.
- Holes in walls.
- Flooring/Covering must not be damaged/broken.
- Electrical/Wiring must be safe and covered.
- Mold throughout the home.
- Infestation of Roaches.
- Working water heater.
- Heating or heater in unit must be in working condition.

Q&A:

1. **What if I do not have keys to the rental unit?** You may issue a 24-hour notice, notifying the occupants to issue you with a copy of the key or you will be switching locks and providing them with a copy of the new locks.
2. **What if Occupants do not allow entry?** You may request the local police enforcement to be present to keep the peace and enter the unit.
3. **What if the police department is a no show or does not request the Occupants to allow entry?** After 3 attempts to enter with your 24-hour notices, we may issue a final notice to Perform & Comply to entry, tenant's failure will allow us to attempt an eviction thereafter.

*** Keep a copy of every 24-hour notice issued, along with notes of what happened, for your records.**

Thank you,

MT Evictions Team