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## **LANDLORDS DO'S AND DON'TS**

### **DO:**

- Inspect the premises every 6 months.
- Issue a 24-hour notice prior to ANY entry of the premises. You may request entry only between business hours (Mon – Fri 9 to 5), unless tenants allow otherwise.
- Upon any inspection or entry take pictures and videos of premises, and before/after repair(s).
- Issue ALL notices or warnings in writing AND in proper legal format as per your local or governing law in your area.
- Rental agreement MUST be up to date and in compliance with both state law and city ordinance in your area. If your tenant predominately speaks another language, rental agreement must also be translated in the tenant's language.
- Any Rent Increases not issued in proper legal format or manner will be invalid and void.
- Contact local law enforcement agency to report any violation by the former tenant or signs of squatting IMMEDIATELY.
- Keep a log of all notices and changes in tenancy throughout the tenant's tenancy.

### **DO NOT:**

- Change any terms, including Rent Increases, verbally as they are not enforceable.
- Prepare your own legal notices.
- “Download” notices or rental agreements from the internet as they may not be in compliance with your local rules.

**THE RIGHT PAPERWORK PROTECTS YOUR RIGHTS!**

**DON'T GET CAUGHT WITH THE WRONG PAPERWORK.**

**LEAVE IT TO A PROFESSIONAL ; )**