

Sample Notice Protesting an Illegal Entry Template

Date: _____

Via certified mail, and/or

Via regular mail

Landlord's Name: _____

Landlord's Address: _____

Dear _____,

I would like to clarify the requirement for notice before entering my apartment. According to Ohio Revised Code Section 5321.04, you, as landlord, must give me, as tenant, reasonable notice of your intent to enter, and may do so only at reasonable times. Twenty-four-hour notice is presumed to be reasonable. The law provides that if the landlord makes an entry in violation of this provision, the tenant may recover actual damages and obtain injunctive relief, together with attorney's fees.

I will be pleased to arrange with you or any of your staff times for entry into my home. Please feel free to contact me and to set up such appointments. I hope that you will abide by this request and that we can establish a more effective working relationship.

Thank you for your prompt attention to this matter.

Sincerely,

[Tenant]

[Tenant Address]

[Phone Number]

This template does not constitute legal advice, nor is it intended as a substitute for legal advice. Ohio University students with questions may contact the Center for Student Legal Services for an appointment.