



IMPORTANT NOTICE - INABILITY TO INSPECT UNIT ADDRESS

9/21/2023

Property:

PropID:

Dear Owner:

We have made one attempt to inspect the unit located at .

We have rescheduled an inspection for the unit on at/between and .

You, the landlord, or your representative, 18 years or older, are required to be present for the inspection. Please make sure all animals are restrained at the time of the inspection. If your complex or rental property has a secure entry, please call the number below in advance so special arrangements can be made.

The property owner is responsible for providing the tenant with notification of this inspection.

If you have any questions, please refer to the program website at <http://ci.richmond.ca.us/index.aspx?nid=2101> or please contact us at **510-690-8260**.

Sincerely,

City of Richmond
Residential Rental Inspections Program