

SAMPLE LETTER - PROTEST OF AN ILLEGAL ENTRY

\_\_\_\_\_  
Date

\_\_\_\_\_  
Landlord's name and address

Dear [*landlord*]:

I would like to clarify the requirement for notice before entering my apartment. According to RC 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 time for entry into my unit. Please feel free to contact me to set up such appointments. I hope that you will abide by this request and that we can establish a more effective working relationship.

Sincerely,

\_\_\_\_\_  
Tenant

\_\_\_\_\_  
Address and phone#