**WEST VIRGINIA NOTICE TO ENTER**

Pursuant to West Virginia State law, Owner/Agent hereby gives **NOTICE** to:

TENANT’S NAME(S): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

and all persons at the street address of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

The Owner, Owner’s Agent, or Owner’s employee(s) will enter said premises on or about \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_ during normal business hours for the reason set forth below:

[ ]  - To make necessary or agreed repairs

[ ]  - To do necessary or agreed decorating

[ ]  - To make necessary or agreed alterations or improvements

[ ]  - To supply necessary or agreed services

[ ]  - To exhibit the rental unit to prospective purchasers, mortgagees, tenants, or contractors

[ ]  - To inspect waterbed or liquid-filled furniture

[ ]  - To test the smoke detector

[ ]  - To verify Resident has abandoned premises

[ ]  - To inspect the unit prior to the termination of the tenancy if requested by Resident

[ ]  - Pursuant to Court Order

[ ]  - Other. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Owner/Agent Signature**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date: \_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PROOF OF SERVICE**

To be filled out by Server **AFTER** service on the Tenant(s) is complete.

I, the undersigned, declare that I served this true copy on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_ to the address of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to the above-mentioned Tenant(s) in possession in the manner as indicated below.

[ ]  - **BY DELIVERING** the notice personally to the Tenant(s) or to someone of suitable age and discretion at the premises at least \_\_\_\_ hours prior to the intended entry.

[ ]  - **BY LEAVING** a copy of the notice at, near, or under the usual entry door of the premises at least \_\_\_\_ hours prior to the intended entry in a manner in which a reasonable person would discover the notice, or at least \_\_\_\_ hours prior to entry in the case of an initial inspection prior to terminating the tenancy.

[ ]  - **BY MAILING** a copy of the notice addressed to the Tenant(s) at least \_\_\_\_ days prior to intended entry.

I declare under penalty of perjury that the foregoing is true and correct and if called as a witness to testify thereto, I could do so competently

**Declarant’s Signature**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date: \_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_