**WEST VIRGINIA NOTICE TO ENTER**

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

TENANT’S NAME(S): [LIST ALL TENANTS]

and all persons at the street address of: [PROPERTY ADDRESS]

The Owner, Owner’s Agent, or Owner’s employee(s) will enter said premises on or about [DATE] 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. [LIST OTHER REASON(S)]

**Owner/Agent Signature**: [\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_](https://esign.com/) 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 [DATE] to the address of: [ADDRESS] 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 [NUMBER OF HOURS] 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 [NUMBER OF HOURS] hours prior to the intended entry in a manner in which a reasonable person would discover the notice, or at least [NUMBER OF HOURS] 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 [NUMBER OF DAYS] 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**: [\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_](https://esign.com/) Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_