(Insert tenant/s name/s)

(Insert tenant/s postal address)

(Insert date)

(Insert lessor/ agent’s name)

(Insert lessor/ agent’s address)

Dear (insert lessor/ agent’s name),

**RE: Tenancy at (insert address of rental property)**

Thank you for your entry notice with regards to our upcoming routine inspection/entry for [insert reason]. I/ we understand that you/ the lessor intend/s to enter the Premises on (insert proposed date of entry) at (insert proposed time of entry).

Due to the emerging and evolving situation of the COVID-19 virus, and the requirement to adhere to government and Queensland Public Health Directions, I/we ask that you/the lessor postpone or reschedule inspections/entry to a time where all parties are comfortable. This is the best way to minimise risk.

Alternatively, I/we offer to provide a virtual inspection of the premises via photos or video call. If this is not suitable, and the entry is to proceed, then I/we request that the attached **Entry Agreement and Disclaimer for Agreed Entry During COVID 19 Crisis** form is agreed to and signed by all persons prior to entry.

The impact of the public health crisis will be severe and will affect us all. I /we hope you understand the difficult situation we are all in and support this request during this unprecedented time. I/we are hopeful the crisis will pass soon.

Please do not hesitate to contact me/us on (insert phone number) should you wish to discuss the matter further.

Yours faithfully,

(insert tenant’s name)

(tenant to sign)

**ENTRY AGREEMENT AND DISCLAIMER FOR AGREED ENTRY DURING COVID 19 CRISIS**

**To ensure the ongoing health and safety of all parties during the COVID19 pandemic, entry to rental premises during this time will only be conducted by agreement between the parties. For entry to the rental premises, and to observe government social distancing requirements, the following arrangements during the proposed entry are agreed:**

* The agent will provide mask and gloves for those entering.
* Those entering will not touch anything in the property (unless required to for a repair issue).
* The agent will limit the number of people inside to one person at a time.
* The agent will ensure anyone entering will maintain safe distances (1.5m).
* Entries will be limited to a maximum of 15 minutes to reduce any exposure (unless more time is needed to carry out a necessary repair).
* All persons entering the premises will provide their full written name, address and contact telephone number.

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EMAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Persons entering the premises will also provide confirmation of the following:**

**I declare the following is correct:**

* I have not been diagnosed with COVID 19
* I have not been required to submit to a COVID 19 test
* I have not been in close contact with another person who has been exposed to COVID 19 such as to require the person to self-quarantine (in accordance with Queensland Government guidelines and recommendations)
* I am not suffering any of the symptoms of COVID 19 (fever, cough, sore throat, runny nose, nasal congestion, aches and pains, or shortness of breath)
* I have not returned from overseas within the preceding 14 days

SIGNED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_