

## Sample Letter: Violation of Privacy

**NOTE:**

- 1) Communicate! Talk to the landlord or property manager about your concerns in a friendly way but still communicating you value your privacy rights. If you come to a verbal understanding, follow-up with a brief letter or email confirming your conversation. Keep a copy for your records.
- 2) If communication doesn't work, or if the landlord doesn't follow the agreement that you have worked out, send a definitive letter. This sample letter can be used as a guideline. Make any changes to reflect your individual situation, and always keep a copy of the letter for your records.

March 7, 2017

Mr. John Roper  
321 Oceanview Drive  
Santa Cruz, CA 95060

Dear Mr. Roper,

You entered my dwelling at 123 Branciforte four times within the last two months without notifying me in advance. There was no emergency. This caused me anxiety and stress, to the point that my peaceful enjoyment of my tenancy was disrupted.

This letter is to formally notify you that I value my privacy highly and insist that my legal rights to that privacy be respected, as guaranteed to me under Section 1954 of the California Civil Code. Specifically in non-emergency situations, I need a minimum 24-hour *written* notice of your intent to enter my house and entry is allowable between 9 a.m. and 6 p.m., Monday through Friday.

I assume this notice will be sufficient to correct this matter.  
Thank you.

Sincerely,

Roger Renter  
(831) 121-2121  
Encl: copy of California Civil Code 1954

**KEEP A COPY OF YOUR CORRESPONDENCE!**

Source: California Tenants' Rights. Nolo Press, January 2003

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