

Unauthorized Pet Resolution Letter

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

I hope this message finds you well. I am writing to address an important issue regarding the unauthorized pet located in your rental unit at [Rental Property Address]. As per our lease agreement, pets are not permitted without prior written consent from the management.

It has come to our attention that you currently have a [specify type of pet] living in your unit. This constitutes a violation of the lease terms you agreed to upon signing. We kindly ask that you take the following actions:

- Remove the unauthorized pet from the premises within [insert timeline, e.g., "five (5) days"] of receiving this letter.
- If you would like to keep a pet in the future, please submit a formal pet request along with the proper fee and documentation.

Please understand that failure to comply may result in further action, including potential lease termination. We value you as a tenant and hope to resolve this matter amicably.

Should you have any questions or require assistance, please feel free to contact me directly at [Your Contact Information].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Property Management Company Name]

[Contact Information]