

# Building Regulation Violation Alert

Date: [Insert Date]

To:

[Property Owner's Name]

[Address]

[City, State, Zip Code]

Dear [Property Owner's Name],

Subject: Notice of Building Regulation Violation

We are writing to inform you that a violation of building regulations has been observed at your property located at [Property Address]. The following issues have been noted:

- [Description of Violation 1]
- [Description of Violation 2]
- [Description of Violation 3]

As per the local building codes, these issues must be addressed promptly. We request that you take immediate action to rectify these violations. Please submit a plan of action within [number of days] days of this notice.

If you fail to respond or take appropriate action, further enforcement measures may be taken, including fines or legal action.

Thank you for your immediate attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Department Name]

[Contact Information]