

Notice of Code Enforcement Issues

Date: [Insert Date]

To: [Property Owner's Name]

Address: [Property Owner's Address]

Subject: Notice of Code Enforcement Violations

Dear [Property Owner's Name],

This letter serves as a formal notification regarding violations of local codes at your property located at [Property Address]. Our records indicate the following issues that require immediate attention:

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

You are required to remedy these issues by [Deadline Date]. Failure to comply may result in further action, including fines or legal proceedings.

If you have any questions or wish to discuss this matter further, please contact our office at [Contact Number] or [Email Address].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Department Name]

[Organization Name]