

Warning for Building Code Noncompliance

Date: [Insert date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are writing to formally notify you regarding a violation of the building code at your property located at [Property Address]. Following our recent inspection conducted on [Inspection Date], we identified the following areas of noncompliance:

- [Description of the first violation]
- [Description of the second violation]
- [Description of any additional violations]

It is imperative that these issues are addressed promptly to ensure the safety and integrity of the building. You are required to remedy the violations by [Deadline Date]. Failure to comply may result in further action, including fines or legal proceedings.

Please contact our office at [Contact Information] to discuss this matter further or to schedule a re-inspection. We appreciate your immediate attention to this serious issue.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]