

Notification of Lease Discrepancies

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

We hope this message finds you well. We are writing to notify you of some discrepancies we have noted regarding your lease agreement for the property located at [Property Address].

Upon our recent review, we have identified the following issues:

- [Discrepancy 1 details]
- [Discrepancy 2 details]
- [Discrepancy 3 details]

We kindly ask you to review these discrepancies and provide clarification by [Response Deadline]. It is important to address these issues promptly to ensure compliance with the lease terms.

Should you have any questions or require further information, please do not hesitate to contact us at [Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]