

# Tenant Occupancy Violation Notice

Date: [Insert Date]

To: [Tenant's Name]  
[Tenant's Address]  
[City, State, Zip Code]

Dear [Tenant's Name],

This letter serves as formal notification of a violation of the occupancy terms as outlined in your lease agreement dated [Insert Lease Date]. We have observed the following issue:

- [Description of Violation - e.g., unauthorized occupants, exceeding occupancy limits, etc.]

Please be advised that this violation must be rectified within [Insert Time Frame, e.g., 10 days] from the date of this notice. Failure to address this issue may result in further action, including but not limited to, termination of your lease agreement.

If you have any questions or require further clarification, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]  
[Your Position]  
[Property Management Company Name]  
[Contact Information]