

Unauthorized Activity Notification

Date: [Insert Date]

To: [Applicant's Name]

Address: [Applicant's Address]

Dear [Applicant's Name],

We are writing to inform you about an incident of unauthorized activity that has been reported in the shared spaces of the property located at [Property Address]. It has come to our attention that the following activities were observed:

- [Describe unauthorized activity 1]
- [Describe unauthorized activity 2]
- [Describe unauthorized activity 3]

As per the rental agreement and community guidelines, all residents are expected to adhere to the established rules regarding the use of shared spaces. Engaging in unauthorized activities compromises the safety and enjoyment of all residents.

We kindly ask you to refrain from these activities and remind you to review the community guidelines. Failure to comply with these regulations may affect your application status and your future residency.

If you have any questions or wish to discuss this matter further, please do not hesitate to contact us.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Property Management Company Name]

[Contact Information]