

# Refuse Disposal Compliance Notice

Date: [Insert Date]

To: [Property Owner's Name]

Address: [Property Owner's Address]

Dear [Property Owner's Name],

This notice is to formally inform you that your property located at [Property Address] is in violation of the refuse disposal regulations as outlined in [relevant ordinance or regulation]. Specifically, the following issues have been observed:

- Improper disposal of refuse materials
- Overflowing trash bins
- Unapproved items disposed of in designated refuse areas

As the property owner, you are required to rectify these issues within [Insert Timeframe, e.g., 14 days]. Failure to comply may result in further action, including possible fines or legal proceedings.

Should you have any questions or require assistance in addressing this matter, please do not hesitate to reach out to our office at [Contact Information].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Department/Organization Name]

[Contact Information]