

Homeowners Association

Date: [Insert Date]

To: [Homeowner's Name]

[Homeowner's Address]

Dear [Homeowner's Name],

This letter is to formally notify you of a violation of the Homeowners Association rules and regulations at your property located at [Property Address]. On [Date of Observation], it was observed that [describe the specific rule that was violated].

As per our records, this activity is in violation of the HOA rules outlined in Section [insert relevant section] of the community guidelines, which state that [insert description of the rule].

We kindly ask that you rectify this issue by [insert deadline date], to avoid further action. Please take the necessary steps to ensure compliance moving forward. Failure to comply may result in fines or additional enforcement measures.

If you have any questions or believe this notice has been sent in error, please contact us at [HOA Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[HOA Name]

[HOA Contact Information]