Breach of Rental Agreement Notice

Date: [Insert Date]
To:
[Tenant's Name]
[Tenant's Address]
[City, State, Zip Code]
Dear [Tenant's Name],
This letter serves as a formal notice regarding the breach of your rental agreement for the property located at [Property Address]. It has come to our attention that the following terms of the rental agreement have not been adhered to:
 [Describe the specific breach, e.g., late payment, unauthorized pets, etc.] [Provide details of the breach, including dates and relevant information]
According to the terms of our rental agreement, you are required to [insert relevant clause]. To remedy this situation, we kindly request that you take the following actions:
 [List the required actions to correct the breach] [Specify a timeline for addressing the breach]
If these issues are not resolved by [insert resolution deadline], we may have to consider further actions, which could include termination of the rental agreement.
We appreciate your immediate attention to this matter. If you have any questions or would like to discuss this further, please feel free to contact me at [Your Phone Number] or [Your Email Address].
Sincerely,
[Your Name]
[Your Title (if applicable)]
[Landlord's Address]
[City, State, Zip Code]