

Follow-Up Letter for Building Code Compliance Enforcement

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up regarding our previous correspondence dated [Insert Previous Date] concerning the building code compliance issues at [Property Address].

As discussed, it is imperative that the necessary actions are taken to rectify the violations noted in our last inspection. Please provide an update on the progress of the compliance measures by [Insert Deadline].

If you have any questions or require additional assistance, do not hesitate to reach out. We appreciate your attention to this matter and look forward to your prompt response.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]