

# Property Defects Disclosure

Date: [Insert Date]

To: [Homeowners Association Name]

Address: [Homeowners Association Address]

Dear [Homeowners Association/Board Members],

This letter serves as a formal disclosure regarding the property defects observed at [Property Address]. As part of our commitment to transparency and responsible management, the following defects have been identified:

- **Defect 1:** [Description of defect]
- **Defect 2:** [Description of defect]
- **Defect 3:** [Description of defect]

We understand the importance of maintaining the integrity of our community and are taking necessary steps to address these issues. Our plan includes [brief outline of remediation plan].

Please feel free to reach out to me at [Your Contact Information] should you have any questions or require further details.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]