

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Subject: Formal Notification of Lease Violations

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally notify you of several violations of the lease agreement concerning the property located at [Property Address].

The following violations have been observed:

- Violation 1: [Describe violation]
- Violation 2: [Describe violation]
- Violation 3: [Describe violation]

According to our lease agreement, these actions are not permitted, and I request that you take appropriate measures to address these concerns promptly.

Thank you for your attention to this matter. I look forward to your swift response.

Sincerely,

[Your Name]