

# Notification Letter

Date: [Insert Date]

To: [Tenant's Name]

[Tenant's Address]

Dear [Tenant's Name],

I hope this message finds you well. This letter serves as a formal notification regarding unresolved tenancy issues that need your immediate attention. Despite our previous discussions, the following problems remain unaddressed:

- [Problem 1: Description]
- [Problem 2: Description]
- [Problem 3: Description]

We kindly ask that you address these issues by [Insert Deadline]. Failure to respond may result in further actions as outlined in our tenancy agreement.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]

[Landlord/Property Management Company Name]