

Notice of Lease Terms Violation

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Subject: Notice of Violation of Lease Terms

Dear [Tenant's Name],

This letter serves as a formal notification regarding a violation of the lease agreement dated [Insert Lease Date], for the property located at [Property Address].

It has come to our attention that the following lease terms have been violated:

- [Describe the specific violation, e.g., unauthorized pets, late rent payments, noise complaints]
- [Provide details of the occurrence, dates, and any previous communications]

As per the lease terms, we request that you resolve this issue promptly. You are required to [insert required action, e.g., remove unauthorized pets, pay any overdue rent, cease noise disturbances] by [insert deadline, e.g., within 14 days].

Failure to comply may result in further action, including possible termination of the lease agreement.

If you have any questions or wish to discuss this matter further, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your immediate attention to this matter.

Sincerely,

[Your Name]

[Your Position, if applicable]

[Landlord/Property Management Company Name]

[Contact Information]