

[Date]

[Homeowner Name]

[Property Address]

[City, State, Zip Code]

RE: NOTICE OF COVENANT VIOLATION

Dear [Homeowner Name],

The [HOA Name] Board of Directors has noted a violation of the Association's governing documents regarding your property located at [Property Address].

Violation Details:

- **Rule Violated:** [Section/Article Number of CC&Rs]
- **Description of Violation:** [Detailed description, e.g., Unmet lawn maintenance, unauthorized fence, etc.]
- **Date Observed:** [Date]

To remain in compliance with the Association rules, we kindly request that you take the following corrective action:

[Describe required action to fix the violation]

Please complete these corrections by [Deadline Date] to avoid further action, which may include fines or legal proceedings as outlined in the Association's enforcement policy.

If you believe this notice has been sent in error, or if you require an extension due to extenuating circumstances, please contact the Management Office at [Phone Number] or [Email Address] by [Date].

Thank you for your prompt attention to this matter and for helping maintain the standards of our community.

Sincerely,

[Name/Signature]

[Title, e.g., Board President / Property Manager]

[HOA Name]