

Date: [Date]

Tenant Name(s): [Tenant Name]

Property Address: [Property Address, Unit Number]

RE: NOTICE OF LEASE VIOLATION - SMOKING POLICY

Dear [Tenant Name],

This letter serves as formal notice that you are in violation of your residential lease agreement regarding the smoking policy for the premises located at the address above.

Violation Details:

- **Date of Violation:** [Date of Incident]
- **Description:** [Description of violation, e.g., smoking inside the unit, evidence of cigarette butts on balcony, or reports of smoke odors.]

As stated in your lease agreement under Section [Section Number/Title], the property is a non-smoking facility. This policy includes, but is not limited to, cigarettes, cigars, pipes, e-cigarettes, and marijuana.

Smoking on the property poses a fire hazard, increases maintenance costs, and disturbs the quiet enjoyment of other residents. You are required to cease all smoking activities in prohibited areas immediately.

Please be advised that further violations may result in additional fines, cleaning fees to remove smoke odors/stains, or the commencement of eviction proceedings as permitted by law.

If you have any questions regarding this notice, please contact the management office at [Phone Number] or [Email Address].

Sincerely,

[Your Name/Property Manager Name]
[Landlord/Property Management Company Name]