

**Date:** [Date]

**To:** [Tenant Name]

**Address:** [Property Address, Unit Number]

**RE: NOTICE OF LEASE VIOLATION - UNAUTHORIZED PET**

Dear [Tenant Name],

This letter serves as a formal warning regarding a violation of your residential lease agreement. It has come to our attention that an unauthorized animal is being kept on the premises.

According to your lease dated [Lease Start Date], Section [Section Number], pets are [only allowed with written consent / strictly prohibited]. Our records indicate that no approval has been granted for the [Type of Animal] currently at your residence.

**Required Action:**

To remedy this violation, you must perform one of the following actions by [Deadline Date]:

- Permanently remove the animal from the property.
- Contact the management office to complete a Pet Application, provide required documentation, and pay any applicable pet deposits/fees (if the animal meets building criteria).

Failure to comply with this notice may result in further action, including legal proceedings or the termination of your tenancy as permitted by law.

If you believe this notice has been sent in error, please contact the management office immediately at [Phone Number].

Sincerely,

[Your Name/Property Manager]

[Management Company Name]