

**Date:** [Insert Date of Issuance]

**To:** [Tenant Name]

**Address:** [Property Address]

**Unit Number:** [Unit Number]

**RE: NOTICE OF LEASE VIOLATION**

Dear [Tenant Name],

This letter serves as formal notice that you are in violation of your residential lease agreement dated [Lease Start Date] for the premises located at the address listed above.

**Violation Details:**

The following violation(s) were observed on [Date of Incident]:

[Description of violation, e.g., unauthorized pet, noise complaint, unpaid late fees, etc.]

**Relevant Lease Provision:**

Section [Number/Title] of your lease agreement states: "[Quote specific text from lease]."

**Required Action:**

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

[Description of required action to fix the issue].

Failure to correct this violation within the timeframe specified may result in further action, including but not limited to legal proceedings or termination of your tenancy.

If you believe this notice was sent in error or if you have already corrected this issue, please contact the management office immediately at [Phone Number].

Sincerely,

[Landlord/Manager Name]

[Property Management Company]

[Contact Information]