

## **URGENT: CEASE AND DESIST NOTICE**

Date: [Insert Date]

To: [Insert Name of Recipient]

Address: [Insert Recipient Address]

### **RE: UNAUTHORIZED STRUCTURAL CHANGES AT [Insert Property Address]**

Dear [Insert Name],

It has come to our attention that unauthorized structural modifications and/or construction activities are currently being performed at the property located at [Insert Address].

Specifically, the following actions have been identified: [Briefly describe the unauthorized work, e.g., removal of load-bearing walls, unauthorized room extension, or structural drilling].

Records indicate that these changes were initiated without the required written consent from [Owner/Landlord/Association Name] and without the necessary building permits from local authorities. These actions constitute a material breach of your [Lease Agreement/Bylaws/Contract] and may pose a significant safety risk to the integrity of the building.

### **YOU ARE HEREBY DIRECTED TO:**

- Immediately cease all construction and structural alteration activities.
- Refrain from any further modifications to the premises.
- Provide documentation of any permits obtained (if any) by [Insert Deadline Date].
- Allow an inspection of the premises by a licensed engineer or authorized representative on [Insert Date/Time].

Failure to comply with this demand immediately will result in further legal action, which may include seeking an injunction, termination of your occupancy, and holding you liable for all costs associated with restoring the property to its original condition.

Please confirm receipt of this letter and your intent to comply by [Insert Time] on [Insert Date].

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Capacity]

[Your Contact Information]