

Date: [Insert Date]

To: [Tenant/Owner Name]
Address: [Property Address]

Subject: Notice of Unapproved Painting and Wall Modifications

Dear [Name],

This letter serves as formal notice regarding unauthorized alterations made to the interior walls of the property located at the address above. Specifically, the following modifications were observed during a recent inspection/report:

- [Description of unapproved paint color/location]
- [Description of structural wall modifications or permanent fixtures]

Per the terms of your [Lease/Homeowners Association] agreement, section [Insert Section Number], written consent from management or the board is required prior to any painting or structural changes. Our records indicate that no such approval was requested or granted for these modifications.

To resolve this matter, you are required to take the following action by [Insert Deadline Date]:

1. Restore the walls to their original condition and color; or
2. Submit a formal retrospective modification request for review (note: approval is not guaranteed).

Failure to rectify these unauthorized changes may result in [fines/deductions from security deposit/legal action].

Please contact [Contact Name] at [Phone Number/Email] within [Number] days to confirm your plan for restoration.

Sincerely,

[Your Name/Signature]
[Your Title/Property Management Name]