

Date: [Insert Date]

To: [Recipient Name/Tenant Name]

Address: [Insert Property Address]

RE: NOTICE TO CEASE UNAUTHORIZED PLUMBING REPAIRS

Dear [Recipient Name],

It has come to our attention that unauthorized plumbing work or repairs have been initiated or performed at the property located at [Insert Address] without prior written consent from the landlord or management.

Please be advised that pursuant to your lease agreement, all maintenance and repairs to the plumbing system must be reported to the landlord and performed only by licensed and insured professionals authorized by us. Unauthorized alterations or repairs pose a significant risk of water damage, code violations, and potential liability issues.

You are hereby instructed to:

- Immediately cease all unauthorized plumbing work.
- Refrain from hiring outside contractors to perform work on the property's systems without written approval.
- Provide access to the property on [Insert Date/Time] for an inspection to ensure the integrity of the plumbing system.

Any costs associated with inspecting, correcting, or repairing damage caused by unauthorized work will be charged to your account. Failure to comply with this notice may result in further action, including lease termination.

If you have an active plumbing emergency, please contact [Insert Emergency Contact Number] immediately.

Sincerely,

[Your Name/Company Name]

[Your Title]

[Your Phone Number]