

Date: [Date]

Tenant Name: [Tenant Name]

Address: [Tenant Address]

Unit Number: [Unit Number]

RE: OFFICIAL WARNING - FAILURE TO REMOVE PET WASTE

Dear [Tenant Name],

This letter serves as a formal warning regarding your failure to pick up and properly dispose of your pet's waste. It has been reported or observed that pet waste has been left in the following area(s): [Location, e.g., courtyard, front lawn].

Per your lease agreement, specifically Section [Section Number], all tenants are required to clean up after their pets immediately. Failure to do so creates unsanitary conditions and interferes with the enjoyment of the property by other residents.

Required Action:

Please ensure that all pet waste is picked up and disposed of in the designated trash receptacles immediately. Moving forward, we expect full compliance with the community pet policy.

Failure to remedy this issue or subsequent violations may result in the following actions as permitted by your lease:

- A fine of \$[Amount] per occurrence.
- Removal of the pet from the premises.
- Termination of your tenancy.

If you have any questions regarding this notice, please contact the management office at [Phone Number].

Sincerely,

[Your Name/Property Manager Name]

[Property Management Company Name]