

Date: [Insert Date]

Dear Neighbor/Resident,

We are writing to you today to share a friendly reminder regarding our community's pet policy. We love seeing our furry friends enjoying the neighborhood, but we want to ensure the safety and comfort of all residents and pets.

Please remember that all pets must be kept on a leash at all times when in common areas, including [List specific areas like hallways, parks, or parking lots].

Keeping your pet on a leash helps to:

- Prevent unexpected confrontations between animals.
- Ensure the safety of children and residents who may be fearful of dogs.
- Keep your pet safe from traffic and other hazards.
- Maintain a clean and orderly environment for everyone.

We appreciate your cooperation in following this policy and helping us keep [Community/Property Name] a pet-friendly and safe place for everyone to live.

If you have any questions or concerns, please feel free to contact us at [Insert Contact Information].

Best regards,

[Your Name/Property Management]
[Community Name]