

Date: [Date]

To: [Tenant Name(s)]

Address: [Tenant Address and Unit Number]

Subject: NOTICE OF LEASE INFRACTION - OFF-LEASH PET

Dear [Tenant Name],

This letter serves as a formal warning regarding a violation of your residential lease agreement. It has been reported or observed that your pet was recently seen off-leash in the common areas of the property on [Date] at approximately [Time].

According to Section [Section Number] of your lease agreement, all pets must be kept on a leash at all times when outside of your individual unit and within the community common areas (including hallways, lobbies, parking lots, and landscaped areas).

The leash policy is in place to ensure the safety, comfort, and security of all residents, guests, and other pets on the premises. Failure to control your pet is a breach of your rental contract.

Required Action:

Please ensure that your pet is securely leashed and under your direct control whenever you are outside of your unit. Immediate and permanent compliance is required.

Please be advised that further violations may result in formal legal action, which may include fines or the termination of your tenancy.

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

Sincerely,

[Your Name/Property Manager Name]

[Property Name/Management Company]