

Date: [Date]

Resident Name(s): [Resident Names]

Address: [Property Address/Unit Number]

RE: NOTICE OF LEASE VIOLATION - OFF-LEASH PET

Dear [Resident Name],

It has been brought to our attention that on [Date of Incident] at approximately [Time], your pet was observed in the common areas of the property without a leash. This incident occurred at [Specific Location, e.g., the courtyard or parking lot].

Per your Lease Agreement and the Community Rules and Regulations, all pets must be kept on a leash at all times when outside of your individual dwelling unit. This policy is in place to ensure the safety of all residents, guests, and other animals on the premises.

Action Required:

Please ensure that your pet is securely leashed whenever it is in the common areas of the property. Future violations of this policy may result in fines, the removal of the pet from the premises, or further legal action up to and including termination of your tenancy.

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

Thank you for your immediate cooperation.

Sincerely,

[Your Name/Property Manager Name]
[Property Management Company Name]