

Date: [Date]

To: [Homeowner Name]

Address: [Property Address]

Account Number: [Account Number]

Subject: NOTICE OF NON-COMPLIANCE - Unauthorized Satellite Dish Installation

Dear Homeowner,

During a recent inspection of the community on [Date of Inspection], it was noted that a satellite dish has been installed on your property at the following location: [Location of Dish].

According to the Association's Governing Documents, specifically [Section/Article Number], all exterior modifications or installations require prior written approval from the Architectural Review Committee (ARC). Our records indicate that no application was submitted or approved for this installation.

While the Association recognizes federal regulations regarding telecommunications, the Association maintains guidelines regarding the preferred placement of such devices to protect the aesthetic integrity and structural safety of the community (e.g., placement in inconspicuous locations or avoiding attachment to common elements).

Required Action:

- Submit a retroactive Architectural Application for the dish by [Deadline Date].
- If the dish is installed in a prohibited area, you may be required to relocate it to an approved location.
- If the dish is no longer in use, please have it removed and any mounting holes professionally repaired.

Please contact the Management Office at [Phone Number] or [Email Address] once you have taken action or if you wish to discuss the placement guidelines further.

Thank you for your prompt attention to this matter and for your cooperation in keeping our community looking its best.

Sincerely,

[Your Name/Signature]

[Title, e.g., Community Manager]

[Association Name]