

Date: [Insert Date]

To: [Tenant Name(s)]

Property Address: [Insert Full Address]

RE: FIRST WARNING - UNAUTHORIZED SATELLITE DISH INSTALLATION

Dear [Tenant Name],

It has come to our attention that a satellite dish has been installed on the premises of the above-mentioned property without prior written consent from the landlord or property management.

According to your Lease Agreement, specifically [Insert Section/Clause Number, e.g., Section 12 Regarding Alterations], tenants are prohibited from making any structural changes, drilling into the exterior walls, or installing equipment such as satellite dishes on the roof or siding without express written permission.

Requirement for Action:

You are hereby requested to remove the satellite dish and repair any damage caused by the installation (such as drill holes) no later than [Insert Deadline Date].

Alternatively, if you wish to keep the dish, you must submit a written request for approval. Approval is subject to management guidelines regarding placement (e.g., use of a non-penetrating tripod) and may require an additional security deposit.

Please contact our office by [Insert Date] to confirm that the dish has been removed or to discuss an official request for installation.

Failure to comply with this warning may result in the removal of the equipment at your expense and further action regarding your lease agreement.

Sincerely,

[Your Name/Property Manager Name]

[Company Name]

[Phone Number]