

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email Address]

[Date]

[Recipient Name]
[Recipient Address]
[City, State, Zip Code]

RE: FORMAL DEMAND FOR REMOVAL OF UNAUTHORIZED SATELLITE DISH

Dear [Recipient Name],

This letter serves as formal notice regarding the satellite dish that has been installed at [Property Address/Specific Location on Property] without prior written authorization.

It has been noted that the installation of this equipment is in direct violation of [cite specific Lease Agreement Clause, HOA Bylaw, or Property Rule]. As per the governing regulations, all external modifications or installations require approval from [Management/Landlord/Board] prior to placement. No such approval was granted for this installation.

You are hereby demanded to remove the satellite dish and all associated wiring and hardware by [Date - typically 7 to 14 days from letter date].

Furthermore, you are required to:

- Ensure the removal is performed by a qualified professional.
- Repair any damage caused to the building's exterior, roofing, or siding resulting from the installation or removal.
- Restore the area to its original condition.

Failure to comply with this demand by the aforementioned date will result in further action. This may include, but is not limited to, the removal of the equipment by the property owner at your expense, the assessment of fines, or legal action to enforce the terms of your [Lease/Agreement].

Please confirm in writing once the removal and necessary repairs have been completed so that an inspection may be scheduled.

Sincerely,

[Your Signature]

[Your Printed Name]