

Date: [Insert Date]

To: [Tenant/Owner Name]

Address: [Insert Property Address]

RE: NOTICE OF VIOLATION - UNAUTHORIZED BARBECUE GRILL

Dear [Tenant/Owner Name],

It has come to our attention that an unauthorized barbecue grill is being kept or used at your residence, specifically located at [Insert Location, e.g., Balcony/Patio].

This is a formal notification that this is a violation of the Community Rules and Regulations, Section [Insert Section Number, if known], which states: [Insert Specific Rule Quote, e.g., "Open-flame cooking devices and charcoal grills are strictly prohibited on balconies or within 10 feet of combustible construction"].

This rule is in place to ensure the safety of all residents and to comply with local fire codes. We request that you remove the grill from the premises no later than [Insert Deadline Date].

Failure to comply with this notice may result in further action, including fines or [Insert Other Consequences].

If you have already removed the item or believe this notice was sent in error, please contact the management office immediately at [Insert Phone Number].

Thank you for your cooperation in keeping our community safe.

Sincerely,

[Your Name/Property Manager Name]

[Association/Management Company Name]