

Date: [Insert Date]

To: [Tenant Name/Occupant Name]

Address: [Insert Property Address and Unit Number]

Subject: NOTICE TO REMOVE UNAUTHORIZED BARBECUE GRILL

Dear [Tenant Name],

This letter serves as a formal notice regarding an unauthorized barbecue grill located at your residence. During a recent inspection on [Date of Discovery], a grill was observed at [Location, e.g., your balcony/patio/common area].

Please be advised that the use and storage of barbecue grills in this area is a violation of:

- Local Fire Department Safety Codes
- The Building's Insurance Policy
- Section [Insert Section Number] of your Lease Agreement

Grills in these areas pose a significant fire hazard to yourself and other residents. You are required to remove the grill from the premises immediately, or no later than [Insert Deadline Date].

Failure to comply with this notice may result in further action, including fines or legal proceedings as outlined in your rental agreement. We will perform a follow-up inspection on [Date of Follow-up] to ensure the hazard has been removed.

Thank you for your prompt attention to this safety matter.

Sincerely,

[Your Name/Property Manager Name]

[Property Management Company/Building Name]

[Contact Phone Number]