

DATE: [Insert Date]

TO: [Tenant Name]

ADDRESS: [Insert Property Address]

RE: FIRST WARNING - NOTICE OF SUSPECTED ILLEGAL ACTIVITY

Dear [Tenant Name],

This letter serves as a formal warning regarding your tenancy at the address listed above. We have received reports or discovered evidence suggesting that illegal activity may be occurring on the premises. Specifically, the following concerns have been noted:

[Insert description of suspected activity and dates/times if known]

Please be advised that your lease agreement explicitly prohibits the use of the property for any unlawful purposes. Engaging in, or allowing guests to engage in, illegal activities is a material breach of your rental contract and a violation of local laws.

Required Action:

You are required to ensure that all illegal activity ceases immediately. You are also responsible for the conduct of all occupants and guests on the premises.

Failure to comply with the terms of your lease or further reports of unlawful conduct may result in further disciplinary action, including but not limited to, the involvement of law enforcement and the commencement of eviction proceedings.

If you have any information regarding this matter or believe this warning has been issued in error, please contact the management office immediately at [Insert Phone Number].

Sincerely,

[Your Name/Property Manager Name]

[Company Name]

[Contact Information]