

## **SECOND NOTICE**

Date: [Insert Date]

To: [Tenant Name]

Address: [Property Address]

### **Subject: NOTICE OF FAILURE TO MAINTAIN UTILITY SERVICES**

Dear [Tenant Name],

This is a SECOND NOTICE regarding the lack of essential utility services at your rental unit. On [Date of First Notice], we informed you that the following utility services have been disconnected or are not being maintained: [List Utilities, e.g., Water, Electricity, Gas].

Under the terms of your Lease Agreement and local housing codes, you are required to keep these utilities active and paid for at all times. Failure to maintain these services creates a health and safety hazard for the property and is a direct violation of your lease.

#### **Action Required:**

You must restore these services immediately. You are required to provide proof of restoration to the management office by [Insert Time/Date].

Failure to comply with this notice will result in further action, which may include:

- Legal action to terminate your tenancy (eviction).
- Restoration of services by the landlord, the cost of which will be charged to you as additional rent.
- Reporting the safety violation to local health or building departments.

Please contact the office immediately at [Phone Number] to confirm that this matter is being resolved.

Sincerely,

[Landlord/Manager Name]

[Company Name]

[Phone Number]