

Date: [Current Date]

To: [Homeowner Name]

Address: [Property Address]

Account Number: [Account Number]

RE: NOTICE OF LANDSCAPING COMPLIANCE VIOLATION

Dear [Homeowner Name],

The [HOA Name] Board of Directors/Architectural Committee recently conducted a routine inspection of the community. During this inspection, it was noted that your property is currently not in compliance with the association's landscaping standards.

Violation Details:

- **Observation Date:** [Date of Inspection]
- **Section Reference:** [CC&R Article/Section Number]
- **Description of Issue:** [e.g., Uncut grass, excessive weeds, dead bushes, unraked leaves]

Required Action:

To bring your property into compliance, please complete the following: [e.g., Mow the lawn, remove weeds from flower beds, prune overgrown hedges].

Deadline:

Please address these issues no later than [Due Date]. A follow-up inspection will be performed on or after this date.

Failure to correct the violation by the specified date may result in further action, including potential fines or the association arranging for the maintenance at the owner's expense, as permitted by the governing documents.

If you have already addressed this matter, or if you require an extension due to extenuating circumstances, please contact the Management Office at [Phone Number] or [Email Address].

Thank you for your cooperation in keeping our community beautiful.

Sincerely,

[Sender Name/Property Manager Name]

[HOA Name]

[Contact Information]