

Date: [Date]

To: [Tenant Name]

Address: [Property Address / Unit Number]

RE: NOTICE OF LEASE VIOLATION - UNAUTHORIZED STORAGE

Dear [Tenant Name],

This letter serves as formal notice that you are in violation of your residential lease agreement regarding the storage of personal items in unauthorized areas.

Violation Details:

On [Date of Observation], it was noted that personal belongings including [List Items, e.g., bicycles, boxes, furniture] are being stored in [Location, e.g., the hallway, common area, patio, or fire escape].

Per your lease agreement, Section [Insert Section Number], tenants are prohibited from keeping personal property in common areas or designated non-storage zones. This policy is in place to ensure safety, maintain property aesthetics, and comply with fire codes.

Required Action:

Please remove all unauthorized items from the aforementioned area by [Deadline Date/Time].

Failure to comply with this request may result in the removal and disposal of the items at your expense, and/or further legal action including potential termination of your tenancy.

If you believe this notice has been sent in error, please contact the management office immediately at [Phone Number].

Thank you for your prompt cooperation.

Sincerely,

[Landlord/Manager Name]

[Property Management Company]