

DATE: [Insert Date]

TENANT NAME(S): [Insert Tenant Names]

ADDRESS: [Insert Property Address and Unit Number]

RE: NOTICE OF LEASE VIOLATION - CLUTTER AND STORAGE

Dear [Insert Tenant Name],

This letter serves as an official warning regarding the condition of your [choose one: balcony / patio / hallway / yard / unit interior]. During a recent inspection on [Insert Date], it was observed that there is an accumulation of clutter and unauthorized storage in the following area(s):

[Insert Description of Violation, e.g., boxes, trash, indoor furniture kept outside, blocked fire exits]

This condition is a violation of your Lease Agreement, specifically Section [Insert Section Number], which requires residents to maintain their premises in a clean, safe, and sanitary condition. Excessive clutter poses a fire hazard, interferes with emergency access, and affects the aesthetic standards of the community.

REQUIRED ACTION:

Please remove all unauthorized items and clear the clutter by [Insert Deadline Date]. The area must be returned to a neat and orderly state.

FOLLOW-UP:

A follow-up inspection will be conducted on [Insert Inspection Date] to ensure the violation has been corrected. Failure to comply with this request may result in further action, including fines or the initiation of eviction proceedings as permitted by your lease and local law.

If you have already addressed this issue, please contact the management office to confirm.

Thank you for your prompt cooperation.

Sincerely,

[Your Name/Property Manager Name]

[Property Management Company Name]

[Phone Number]