

Date: [Insert Date]

Tenant Name(s): [Insert Tenant Names]

Property Address: [Insert Full Property Address]

RE: NOTICE TO REMOVE UNAUTHORIZED PET OR VACATE PREMISES

Dear [Tenant Names],

This letter serves as formal notice that you are in violation of your Lease Agreement dated [Insert Lease Start Date] for the property located at the address listed above.

It has come to our attention that an unauthorized pet, specifically a [Insert Breed/Description of Pet], is currently being kept on the premises. According to Section [Insert Section Number] of your Lease Agreement, pets are strictly prohibited without prior written consent and/or a paid pet deposit.

To remedy this violation, you must take one of the following actions within [Insert Number, e.g., 3 or 7] days of receiving this notice:

1. **Permanent Removal:** You must permanently remove the unauthorized pet from the premises and provide written confirmation that the animal is no longer on the property.
2. **Vacate the Premises:** If you choose not to remove the pet, you must voluntarily vacate the property and return all keys to the landlord by [Insert Deadline Date].

Please be advised that failure to comply with this demand will result in further legal action, which may include the commencement of eviction proceedings and the recovery of associated legal fees and costs as permitted by law.

We hope to resolve this matter promptly and amicably. Please contact [Insert Name/Management Company] at [Insert Phone Number/Email] once the pet has been removed so that an inspection can be scheduled.

Sincerely,

[Your Name/Signature]

[Your Title, e.g., Landlord/Property Manager]

[Your Phone Number]