

**DATE:** [Date]

**TO:** [Tenant Name]

**ADDRESS:** [Property Address/Unit Number]

**RE: NOTICE OF PET POLICY VIOLATION**

Dear [Tenant Name],

This letter serves as formal notice that you are in breach of your residential lease agreement regarding the pet policy at [Property Name/Address].

It has been brought to our attention that you are currently harboring an unauthorized animal on the premises. Specifically, the following violation has been identified:

- Keeping a pet without prior written consent/registration.
- Keeping a pet that exceeds the weight or breed restrictions.
- Violation of pet conduct rules (e.g., noise complaints, waste disposal, or leash laws).
- Other: [Description of specific incident]

According to Section [Section Number] of your Lease Agreement, [Quote or summarize the specific rule being violated].

**REQUIRED ACTION:**

To remedy this violation, you must complete the following by [Deadline Date]:

1. Permanently remove the unauthorized animal from the premises; OR
2. Contact the management office to complete the required pet registration, provide vaccination records, and pay the necessary pet deposit/fees (if applicable and if the pet meets property criteria).

Failure to comply with this notice within the timeframe specified may result in further legal action, including potential termination of your tenancy and eviction proceedings.

Please contact the management office at [Phone Number] or [Email Address] immediately to confirm your compliance or to discuss this matter.

Sincerely,

[Your Name/Signature]

[Property Manager Title]

[Property Management Company Name]