

Date: [Insert Date]

To: [Tenant Name]

Address: [Property Address, Unit Number]

NOTICE OF LEASE VIOLATION: UNAUTHORIZED PET

Dear [Tenant Name],

This letter serves as a formal warning regarding an unauthorized pet observed on the premises of your rental unit. According to your signed lease agreement dated [Lease Start Date], pets are strictly [prohibited / only allowed with prior written consent and payment of associated fees].

On [Date of Discovery], it was brought to our attention that an unauthorized animal ([Description of animal, e.g., brown dog]) is residing in or visiting your unit. This is a direct violation of Section [Insert Section Number] of your Lease Agreement.

To resolve this violation and remain in good standing, you are required to take one of the following actions within [Number of days, e.g., 3] days of receiving this notice:

- Permanently remove the unauthorized pet from the premises.
- If the property allows pets, submit a formal request for approval, pay the required pet deposit/fees, and sign a Pet Addendum (subject to landlord approval).

Failure to comply with this notice may result in further disciplinary action, including but not limited to fines, legal action, or the termination of your tenancy.

Please contact the management office immediately at [Phone Number] or [Email Address] to confirm that the pet has been removed or to discuss your options.

Sincerely,

[Landlord/Manager Signature]

[Landlord/Manager Printed Name]

[Company Name]