

Date: [Date]

To: [Tenant Name]

Address: [Property Address, Unit Number]

City, State, Zip: [City, State, Zip]

**RE: NOTICE OF LEASE INFRACTION - UNAUTHORIZED PET**

Dear [Tenant Name],

This letter serves as formal notice that you are in violation of your residential lease agreement dated [Lease Start Date] regarding the property located at [Property Address].

It has come to our attention that an unauthorized pet, described as a [Description of Pet, e.g., brown dog], is being kept on the premises. This is a direct violation of Section [Section Number] of your lease agreement, which states: [Insert Lease Clause Regarding Pets].

To remedy this violation, you must take one of the following actions within [Number of Days] days of receiving this notice:

- Permanently remove the unauthorized pet from the premises.
- If the pet is permitted under our policy, you must submit a formal pet application, provide required vaccination records, and pay the necessary pet deposit/fee of \$[Amount]. (Note: Approval is not guaranteed).

Failure to comply with this notice by [Deadline Date] may result in further legal action, including the initiation of eviction proceedings as permitted by law.

Please contact the management office at [Phone Number] or [Email Address] immediately to confirm that this issue has been resolved.

Sincerely,

[Your Name/Property Manager Name]

[Company Name]

[Phone Number]