

Date: [Date]

To: [Tenant Name]

Address: [Property Address]

Unit Number: [Unit Number]

RE: NOTICE OF LEASE VIOLATION AND UNAUTHORIZED PET FINE

Dear [Tenant Name],

This letter serves as official notice that you are in violation of your residential lease agreement dated [Lease Start Date]. It has come to our attention that an unauthorized pet is being kept on the premises.

Per the terms of your lease, specifically Section [Section Number/Title], all pets must be disclosed to management, approved in writing, and any required deposits or fees must be paid prior to the pet entering the property.

Violation Details:

- **Type of Pet:** [Description of Pet]
- **Date Observed:** [Date]

Fine and Required Action:

Due to this violation, a fine in the amount of \$[Amount] has been assessed to your account. This amount is due and payable by [Due Date].

Furthermore, you are required to take one of the following actions within [Number] days of this notice:

1. Remove the pet from the premises immediately and provide proof of removal.
2. Apply for pet approval through the management office (subject to property policy and additional pet fees/deposits).

Failure to comply with this notice or repeated violations may result in further legal action, including potential termination of your tenancy.

If you believe this notice has been sent in error, please contact the management office immediately at [Phone Number] or [Email Address].

Sincerely,

[Manager Name]

[Property Management Company]

[Phone Number]