

**Date:** [Insert Date]

**To:** [Tenant Name]

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

**Subject: OFFICIAL NOTICE: NOISE NUISANCE COMPLAINT**

Dear [Tenant Name],

Property Management has received formal complaints regarding excessive noise originating from your unit on the following date(s) and time(s):

**[Insert Dates/Times of Incident]**

According to reports, the disturbance consisted of [describe noise, e.g., loud music, shouting, heavy foot traffic, or barking].

Please be advised that this behavior is a violation of your Lease Agreement, specifically Section [Insert Section Number], which stipulates that tenants must not interfere with the quiet enjoyment of other residents. Our community noise regulations are in effect daily, with designated "Quiet Hours" from [Insert Start Time] to [Insert End Time].

This letter serves as a formal warning. We ask that you take immediate steps to reduce your noise levels to ensure a peaceful living environment for your neighbors. Continued violations may result in further administrative action, including fines or the termination of your tenancy.

If you have any questions regarding this notice, please contact the Management Office during business hours.

Sincerely,

[Your Name/Signature]

[Property Manager Title]

[Management Company Name]

[Phone Number]