

DATE: [Insert Date]

TO: [Tenant Name(s)]

ADDRESS: [Unit Number and Street Address]

RE: NOTICE OF SAFETY VIOLATION - BALCONY STRUCTURAL OVERLOAD

Dear [Tenant Name],

This letter serves as a formal notice regarding a safety violation identified at your residence concerning the use of your balcony. It has been observed that the weight limit of the balcony structure is currently being exceeded by the following items:

[List items here, e.g., large inflatable pools, heavy planters, excessive furniture, heavy machinery, or stacked construction materials].

Residential balconies are engineered to support a specific weight capacity. Exceeding this limit poses a severe risk of structural failure, collapse, and potential injury or death. This condition constitutes a violation of [mention Lease Agreement Section or Building Code] and local safety ordinances.

REQUIRED ACTION:

You are required to remove the heavy items listed above immediately, and no later than [Insert Date/Time].

A follow-up inspection will be conducted on [Insert Date] to ensure the balcony is cleared and meets safety standards. Failure to comply with this notice may result in further legal action, fines, or the termination of your tenancy.

Your immediate cooperation is necessary to ensure the safety of all residents and the integrity of the building.

Sincerely,

[Your Name/Property Manager Name]

[Management Company Name]

[Contact Phone Number]