

Date: [Date]

Tenant Name: [Tenant Name]

Property Address: [Property Address]

Unit Number: [Unit Number]

RE: NOTICE OF PROPERTY MAINTENANCE COMPLIANCE - PET DAMAGE

Dear [Tenant Name],

This letter serves as formal notice regarding required repairs at the property mentioned above. During a recent [inspection/maintenance visit] conducted on [Date], the following damage caused by a pet was identified:

- [Description of damage, e.g., Scratched door frames in living room]
- [Description of damage, e.g., Damaged carpeting in master bedroom]
- [Description of damage, e.g., Chewed baseboards in hallway]

According to the terms of your Lease Agreement, specifically Section [Section Number], tenants are responsible for maintaining the premises in good condition and repairing any damage caused by pets.

Required Action:

You are required to repair the damage listed above by [Deadline Date]. All repairs must be completed to a professional standard. If you prefer to have the property management coordinate the repairs, the costs will be billed to your tenant account.

Please contact this office by [Response Date] to confirm your plan for completing these repairs. A follow-up inspection will be scheduled for [Inspection Date] to verify compliance.

Failure to address these repairs may result in further action according to your lease terms or the withholding of security deposit funds at the end of your tenancy.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name/Property Manager Name]

[Company Name]

[Phone Number]

[Email Address]