

Date: [Date]

To: [Tenant Name]

Property Address: [Full Address of Rental Property]

RE: NOTICE OF LEASE VIOLATION - PROPERTY DAMAGE

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 care and maintenance of the premises.

On [Date of Inspection/Discovery], the following damage was identified at the property:

- [Description of Damage 1]
- [Description of Damage 2]
- [Description of Damage 3]

Pursuant to Section [Section Number] of your lease agreement, tenants are responsible for any damage to the property caused by the tenant, occupants, or guests, beyond normal wear and tear.

Required Action:

[Option A: You are required to repair the damage by a licensed professional at your own expense no later than (Date). Repairs must be inspected and approved by management.]

[Option B: Management will perform the repairs. You are hereby demanded to pay the repair costs totaling \$[Amount] by (Date). Please find the attached estimate/invoice.]

Please be advised that failure to address this damage or pay the required costs may result in further legal action, including eviction proceedings and/or the forfeiture of your security deposit.

If you have any questions, please contact me immediately at [Phone Number] or [Email].

Sincerely,

[Your Name/Landlord Name]
[Company Name, if applicable]
[Phone Number]