

DATE: [Date]

TO:

[Property Owner Name]

[Property Address]

[City, State, Zip Code]

RE: NOTICE OF PROPERTY MAINTENANCE AND LANDSCAPING VIOLATION

Dear [Property Owner Name],

This letter serves as formal notice that the property located at [Property Address] is currently in violation of [Local Ordinance Number / Homeowners Association Rule].

Upon inspection on [Date of Inspection], the following maintenance and/or landscaping issues were identified:

- [Description of Violation 1 - e.g., Grass exceeds height limit]
- [Description of Violation 2 - e.g., Accumulation of debris/trash]
- [Description of Violation 3 - e.g., Overgrown hedges obstructing sidewalk]

You are hereby demanded to remedy these violations by [Deadline Date]. This includes, but is not limited to: [Specific action required, e.g., mowing the lawn, removing debris, or pruning trees].

Failure to bring the property into compliance by the date specified above may result in further action, which may include:

- Assessment of daily fines.
- Corrective action taken by the [City/Association] at your expense.
- Legal action or a lien placed against the property.

Please notify [Contact Person Name] at [Phone Number/Email] once the repairs or maintenance have been completed so that a follow-up inspection can be scheduled.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name/Signature]

[Title/Organization Name]

[Phone Number]