

Date: [Date]

[Tenant Name]

[Tenant Address]

[City, State, Zip Code]

RE: NOTICE OF LEASE VIOLATION AND HOUSING ASSISTANCE PROGRAM COMPLIANCE

Dear [Tenant Name],

This letter serves as formal notice regarding your tenancy at [Rental Address]. It has come to our attention that you are currently in violation of your Lease Agreement and the rules of the [Name of Housing Authority] Voucher Program.

Specifically, the following issues have been documented:

- [Violation 1: e.g., Failure to pay tenant portion of rent]
- [Violation 2: e.g., Unauthorized occupants living in the unit]
- [Violation 3: e.g., Documented noise complaints or property damage]

These actions constitute a material breach of your lease. Furthermore, please be advised that serious or repeated lease violations are grounds for the termination of your federal housing assistance under program regulations.

Required Action:

You are required to remedy these violations by [Deadline Date]. Specifically, you must: [List specific corrective actions].

Failure to resolve these issues immediately will leave us with no choice but to proceed with formal eviction proceedings and notify the Housing Authority of your non-compliance, which may result in the loss of your housing voucher.

We hope to resolve this matter promptly. Please contact [Property Manager Name] at [Phone Number] to discuss this notice.

Sincerely,

[Your Name/Signature]

[Landlord/Property Management Name]

[Contact Information]

CC: [Name of Housing Authority / Case Worker Name]