

Date: [Insert Date]

From:

[Landlord/Property Manager Name]

[Address]

[City, State, Zip Code]

To:

[Tenant Name]

[Address]

[Unit Number]

[City, State, Zip Code]

RE: NOTICE OF LEASE VIOLATION AND SCHEDULED INSPECTION

Dear [Tenant Name],

This letter serves as formal notice that it has come to our attention that an unauthorized pet may be residing in your unit. According to your lease agreement dated [Lease Start Date], pets are [strictly prohibited / only allowed with written consent and a paid deposit].

As a result, an inspection of the premises has been scheduled for:

Date of Inspection: [Insert Date]

Estimated Time: [Insert Time]

The purpose of this inspection is to verify the presence of an animal and to assess any potential damage to the property. Please ensure that you or a representative are present, or provide access to the unit at the scheduled time.

If an unauthorized pet is found, you will be required to:

- Remove the animal from the premises immediately.
- Pay any applicable pet fees or fines as outlined in your lease.
- Cover the costs of professional cleaning or repairs if damage is identified.

Failure to comply with the terms of your lease agreement may result in further legal action, including potential eviction proceedings.

If you believe this notice has been sent in error, please contact the management office immediately at [Phone Number] or [Email Address].

Sincerely,

[Signature]

[Printed Name]

[Property Management Company]