

Date: [Date]

To: [Tenant Name]

Address: [Property Address, Unit Number]

City, State, Zip: [City, State, Zip]

RE: NOTICE OF LEASE VIOLATION - UNAUTHORIZED PET

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 prohibition of unauthorized pets at the premises located at [Property Address].

On [Date of Discovery], it was observed that an unauthorized pet, described as a [Description of Pet, e.g., brown dog], is being kept in your unit. According to Section [Section Number] of your lease agreement, pets are not permitted without prior written consent from the landlord and/or the payment of required fees.

Required Action:

To avoid further legal action, which may include the termination of your tenancy (eviction), you must perform one of the following by [Deadline Date]:

- Permanently remove the unauthorized pet from the premises.
- Contact the management office to determine if the pet is eligible for approval, pay all applicable pet deposits/fees, and sign a Pet Addendum.

Failure to remedy this violation by the date specified above will result in the commencement of formal eviction proceedings. We will conduct a follow-up inspection on [Inspection Date] to ensure the pet has been removed.

Please contact us immediately at [Phone Number] or [Email Address] to confirm that you have complied with this notice.

Sincerely,

[Your Name/Landlord Name]

[Company Name, if applicable]

[Phone Number]