

Date: [Date]

To: [Homeowner Name]

Address: [Property Address]

Subject: Notice of Violation - Improper Trash Placement

Dear [Homeowner Name],

This letter is to inform you that a violation of the [Association Name] Homeowners Association rules was observed at your property on [Date of Observation].

Violation Details: Improper Trash Placement

Description: [Provide details, e.g., Trash cans left at curb past pickup day / Trash bags placed outside of containers / Containers visible from the street on non-collection days].

According to the Association's governing documents, Section [Section Number], trash containers must be [briefly state rule, e.g., stored out of sight and only placed at the curb between 6:00 PM the night before collection and 8:00 PM on the day of collection].

Required Action: Please move all trash containers to an approved storage location immediately. Ensure that future trash placement complies with the association guidelines to avoid further action.

Failure to correct this violation may result in [mention consequences, e.g., monetary fines or a formal hearing].

If you have already corrected this issue or believe this notice was sent in error, please contact the HOA Board or Management Office at [Phone Number/Email].

Thank you for your cooperation in keeping our community clean and orderly.

Sincerely,

[Your Name/Signature]

[Title, e.g., Property Manager / Board Member]

[Association Name]