

DATE: [Current Date]

TO: [Tenant Name(s)]

ADDRESS: [Tenant Property Address and Unit Number]

RE: NOTICE OF LEASE VIOLATION - IMPROPER TRASH DISPOSAL

Dear [Tenant Name],

This letter serves as a formal warning regarding a violation of your lease agreement concerning proper trash disposal. It has been reported or observed that on [Date of Incident], the following violation occurred:

Violation Details: [Describe violation, e.g., leaving bags outside front door, overfilling bins, dumping prohibited items, or littering in common areas].

According to Section [Section Number] of your Lease Agreement, all residents are required to dispose of waste in the designated receptacles and maintain the premises in a clean and sanitary condition. Your current actions are a breach of these terms.

Required Action:

You are required to correct this violation immediately by: [e.g., removing the trash bags and cleaning the affected area]. You must comply with all trash disposal rules moving forward.

Notice of Intent:

Please be advised that this is your first and final warning. Failure to comply with this notice or any future occurrences of improper trash disposal will result in further action, which may include fines, cleaning fees, or the **commencement of lease termination and eviction proceedings.**

We value having you as a resident and hope to resolve this matter quickly to ensure a clean environment for all tenants.

Sincerely,

[Your Name/Property Manager Name]

[Property Management Company/Landlord Name]

[Phone Number]