

Date: [Insert Date]

VIA: [Insert Method of Delivery, e.g., Certified Mail]

To:

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Re: CEASE AND DESIST - UNAUTHORIZED PROPERTY ALTERATIONS

Dear [Recipient Name],

I am writing to you regarding the property located at: **[Insert Property Address]**.

It has come to my attention that unauthorized alterations and/or construction activities are currently being performed on the property. Specifically, the following activities have been observed: [Describe alterations, e.g., fence removal, structural changes, painting, landscaping].

These alterations have been initiated without my prior written consent and, where applicable, in violation of [the Lease Agreement / Homeowners Association Rules / Local Building Codes].

I HEREBY DEMAND THAT YOU:

1. Immediately cease all construction, demolition, or modification activities on the property.
2. Refrain from making any further changes to the property without express written authorization.
3. Restore the property to its original condition by [Insert Date] at your own expense, unless otherwise agreed upon in writing.

Please confirm in writing by [Insert Deadline Date] that you have received this notice and have stopped all work. Failure to comply with this demand may result in legal action, including but not limited to, seeking injunctive relief and damages for the cost of restoration and legal fees.

This letter is formal notice. I hope to resolve this matter amicably and immediately.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Phone Number]

[Your Email Address]