

Date: [Current Date]

To: [Tenant Name/Recipient Name]

Address: [Unit Number/Address]

RE: FORMAL WARNING - EXCESSIVE NOISE DISTURBANCE

Dear [Tenant Name],

This letter serves as a formal warning regarding noise disturbances originating from your property. We have received complaints concerning excessive noise levels on the following date(s) and time(s):

[Insert Dates and Times of Incidents]

The reported disturbance included: [Briefly describe noise, e.g., loud music, shouting, barking, etc.].

Please be advised that this behavior violates the terms of your [Lease Agreement/Community Rules], specifically the section regarding "Quiet Enjoyment" and noise regulations. All residents have the right to peaceful enjoyment of their homes.

We request that you take immediate steps to reduce your noise levels, especially during quiet hours, which are from [Start Time] to [End Time].

Please be aware that further reports of excessive noise may result in [mention consequences, e.g., fines, legal action, or termination of tenancy].

We appreciate your immediate cooperation in resolving this matter.

Sincerely,

[Your Name/Property Manager Name]

[Management Company/Landlord Name]

[Contact Phone Number]