

Date: [Date]

To: [Tenant Name]

Address: [Property Address, Unit Number]

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

RE: NOTICE OF LEASE VIOLATION - UNAUTHORIZED ANIMAL

Dear [Tenant Name],

This letter serves as formal notice that you are in violation of your Lease Agreement dated [Lease Start Date] for the premises located at [Property Address].

On [Date of Observation], it was observed that an unauthorized animal (described as: [Description of Animal]) is being kept on the premises. This is a direct violation of Section [Section Number] of your Lease Agreement, which states: [Insert Lease Language Regarding Pets/Animals].

To remedy this violation, you must perform one of the following actions by [Deadline Date]:

- Permanently remove the animal from the premises.
- Provide official documentation if the animal is a qualified Service or Support Animal under the Fair Housing Act.
- Complete a Pet Addendum and pay the required pet deposit/fees (if permitted by the Landlord).

Failure to correct this violation by the date specified above may result in further action, including potential fines, legal proceedings, or the termination of your tenancy.

Please contact the management office immediately at [Phone Number] or [Email Address] to confirm that the animal has been removed or to discuss this matter further.

Sincerely,

[Landlord/Manager Name]

[Company Name]

[Phone Number]