

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

Return address:
Name
Address Line 1
Address Line 2
City, State Zip Code

Date

Name
Company
Address Line
City, State Zip Code

Re: Demand to clean up property – Landlord to Tenant

Dear :

I am aware that the unit you are renting is “your home”, however, it is part of larger unit shared by four other individuals. It has come to my attention that your living habits and practices are bordering on unhygienic and has become offensive to your neighbors. Your lease agreement has specified that there are certain regulations to follow as a tenant. I have included a copy of your lease with these areas highlighted.

If you do not follow these guidelines, you are in violation of your lease and I will have to ask you to vacate the premises. You have until {date} to bring your unit into the conditions dictated in your lease.

If you have any questions, please do not hesitate to contact me.

Sincerely,

N A M E