

NOTICE OF VIOLATION

To: _____

Address: _____

Subject: Violation Notice Regarding Property / Conduct

Dear Sir/Madam,

This letter serves as formal notification that the undersigned has observed and documented one or more violations of applicable laws, regulations, or contractual obligations by you or your agents. The specific nature of the violation(s) is described below.

Violation Details:

• Description of the violation(s): _____

Location of the violation(s): _____ • Date(s) of occurrence: _____ • Applicable law(s) or regulation(s) violated: _____

Required Corrective Actions:

You are hereby required to immediately cease and desist from the violation(s) described above and take the following corrective actions: 1.

_____ 2.

_____ 3.

Failure to comply with these corrective actions within a reasonable time frame may result in further legal action, including but not limited to administrative penalties, injunctions, or civil litigation.

Right to Respond:

You have the right to respond to this notice in writing and provide any evidence or explanation you deem relevant. Your response should be directed to the address provided below.

Contact Information:

Name: _____ Title: _____

_____ Department / Office:

_____ Address:

_____ Phone:

Email:

This Notice of Violation is issued pursuant to applicable federal, state, and local laws and regulations and does not constitute a waiver of any rights or remedies available to the issuing authority.

ISSUING OFFICER'S SIGNATURE

RECIPIENT'S ACKNOWLEDGMENT

Signature: _____

Signature: _____

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