**Second Notice: Non-Compliance**

*(Community Name)*

*(Community street address)*

*(Community city, state & zip code)*

*(Community phone & fax number)*

Non-Compliance with Lease

Noise Complaint

Date:

To:

From:

Re: Noise Complaints

Dear Resident,

We have once again received noise complaints in the building. We must ask that all residents please remember that although these are your homes, your neighbors can still hear music/TV that is played loudly. We must ask that all residents observe the communities quiet hours, which are \_\_:\_\_ p.m. to \_\_:\_\_ a.m., and to make sure that if you are going to be hosting a party or listening to music before those hours to keep your noise level at a point that will not keep others from enjoying their home.

If you find that any of your neighbors are not observing these rules please feel free to contact our courtesy officer’s pager ( ) . She/he can make a report of the complaint and report it back to the office. Please understand that if a resident has three-noise complaints on the property we do ask the residents to vacate. Please feel free to contact the office to discuss this matter at any time (*phone* *#)*. Thank you in advance for your help with this matter.

Thank you,

*(Property Manager)*

Community Manager

*(Community Name)*

Cc: Resident File

IREMFIRST Disclaimer Statement

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