

[Print on Tenanted Property Address]

<<Landlord's name >>
<<Landlord's address>>
<<Address>>
<<Postcode>>

<<Date>>

Dear <<Landlord's name>>

Property: <<property address>>

Tenancy Agreement dated <<date>>

Notice of alleged breach of terms of tenancy

Under clause(s) << >> of the Tenancy Agreement referred to above, you are required to
<<insert details of relevant obligation>>

In my/our view you have failed to comply with the above obligations because <<insert brief
description of failure>>.

I would ask you to remedy this matter <<insert details of remedy>> and in any event by no later than <<
>>.

If the breach has not been remedied within the time specified, please consider what remedies are available
to me/us. I hope this will not be necessary.

Yours sincerely,

Tenant