August 7, 2013

Name

xxxxxxxxxxxxxxxxxxxx

Newport News, VA 23607

***21/30 Day Material Non-Compliance Notice – (Remediable)***

Dear Ms. [NAME]:

This notice is to advise you that you have breached your rental agreement. This written notice serves as a 21 day notice to correct this violation on or before August 28, 2013. If this violation is not corrected in (21) days, or a repeat violation or a similar violation of a like nature is committed within the above time period, your lease will be terminated in 30 days on September 7, 2013.

For your understanding, the details of the breach are documented further below.

*Management is aware that you have an unauthorized occupant living on the leased premises. This is only permitted with the written permission from the landlord.*

**Management will inspect your unit on August 7, 2013 to verify that this violation has been corrected.**

Please note the following:

* Note that the Virginia Residential Landlord Tenant Act (VRLTA) subsection 55-248.16 states “*…the tenant shall: 1. Comply with all obligations primarily imposed upon tenants by applicable provisions of building and housing codes materially affecting health and safety; 10. Abide by all reasonable rules and regulations imposed by the landlord pursuant to subsection 55-248.17.”*
* The Resident Handbook “House Rules and Regulations” section 6 states that: “*RESIDENT acknowledges that the leased apartment is for the sole residence of him/her and the other household occupants listed on the Lease Agreement. Any persons spending more than TWO (2) consecutive nights (or days), or more than five total days in one month shall require prior written permission from the LANDLORD.*”
* Note that your Lease Agreement states under General Restrictions: “*The Tenant agrees to permit other individuals to reside in the unit only after obtaining the prior written approval of the Landlord...*”

You have the right to meet with management to discuss this matter. A copy of the grievance procedure is posted in the office for your review as well as printed in your resident handbook. Thank you for your immediate cooperation to keep your home and the Aqua Vista community clean and safe.

ANY AND ALL RENT ACCEPTED WILL BE WITH RESERVATION. ACCEPTANCE BY LANDLORD OF FULL OR PARTIAL PAYMENT OF ALL RENT DOES NOT CONSTITUTE WAIVER OF THE LANDLORD’S RIGHT TO RECEIVE AN ORDER OF POSSESSION FROM A COURT OR COMPETENT JURISDICTION PURSUANT TO AN UNLAWFUL DETAINER ACTION AND PROCEED WITH EVICTION.

Sincerely,

Management

Cc: Resident File

Notice was [ ] posted, [ ] mailed regular postage prepaid: \_\_\_\_\_\_\_\_\_\_\_\_\_