



**-You Are On Notice-**

September 1, 2023

Precetti Inc and Robert Burks  
Enclaves

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FROM: Melissa Verdon, Community Director

**RE: Unauthorized Occupant**

We have received a report from Maintenance that you have an unauthorized occupant living in your apartment.

This occupant is not on your lease. Unauthorized occupants are not allowed per your Lease Contract, In order for her to become an authorized occupant, she must be added to your Lease Contract, or must vacate the premises. Please stop by the Leasing Center within 7 days to complete the necessary paperwork.

Be aware that this unauthorized occupant may not use any of your access devices and may not attempt to use any of our amenities. In addition to your responsibility for following all Lease rules, it is important to remember that you are also responsible for the action of other occupants of your unit, including children, and guests.

Please stop by the Leasing Center within 7 days to complete the necessary

paperwork. If you have any questions, please feel free to contact the Management Office at 215-463-5566. Thank you for your cooperation.

Yours,

**Melissa Verdon**

Community Director, Enclaves

Call office 215-463-5566, email

[gatewayenclavesmanager@lindyproperty.com](mailto:gatewayenclavesmanager@lindyproperty.com)