

Please DO NOT HIT REPLY. To respond to this email click here:  
[gatewayenclavesmanager@lindyproperty.com](mailto:gatewayenclavesmanager@lindyproperty.com)



**-You Are On Notice-**

November 21, 2018

James Betterson  
Gateway Enclave  
3928 Gateway Dr Apt. A-2  
Philadelphia, PA, 19145

FROM: John Samuel, Property Manager

**RE: Unauthorized Occupant**

We have received a report from a witness that you have several unauthorized occupants living in your apartment.

These occupants are not on your lease. Unauthorized occupants are not allowed per your Lease Contract, In order for them to become an authorized occupant, they must be added to your Lease Contract, or must vacate the premises. Please stop by the Leasing Center within 02 Days to complete the necessary paperwork.

Be aware that these unauthorized occupants 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. This letter serves as notice that should we receive any further complaints, we will be forced to take further action up to and including possible termination and/or non-renewal of your lease. We may also commence legal action in accordance with the violation.

Please stop by the Leasing Center within 02 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,

**John Samuel**

Property Manager, Gateway Enclave

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