

[Your Name]
[Street Address]
[City, ST ZIP Code]
[Date]

[Recipient Name]
[Title]
[Company Name]
[Street Address]
[City, ST ZIP Code]

Dear **[Recipient Name]**:

This letter is to inform you that your animal is not welcome at my residence, including the dwelling and yard areas, located at [insert your address], and you are hereby instructed to keep your animal off my property. Upon receipt of this letter, if your animal comes on my property again, they will be in violation of Fairfax County Code 41.1-2-15, "Permitting animals to trespass," which is stated below:

Section 41.1-2-15. Permitting animals to trespass.

The owner of any animal, after being requested by the owner or tenant of any premises not to permit the animal to trespass upon such premises, shall not allow any such animal to go upon such premises. (26-04-41.1.)

If your animal trespasses on my property, I have the option of obtaining a magistrate's summons for 41.1-2-15, and thereby requesting your appearance in court. A guilty ruling could result in fines up to \$250 and a Class 4 misdemeanor conviction on your criminal record.

A copy of this letter has been forwarded to the Fairfax County Police Department Animal Services Division.

Sincerely,

[Your Name]

cc:Fairfax County Police Department Animal Services Division