

Directorate of Culture, Leisure and Regulatory Services
Floor 5 Civic Offices, Guildhall Square, Portsmouth, PO1 2AL
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Telephone: 023 9268 8070
E-mail: allotments@portsmouthcc.gov.uk

«Tenant»
«Tenant_Address1»
«Tenant_Address2»
«Tenant_Address3»
«Tenant_Town»
«Tenant_Post_Code»

Date: 16 December 2021

Dear «TenantShortName»

DIRTY PLOT LETTER

ALLOTMENT SITE: «SiteName» Plot number «PlotSortOrder»

Following a recent inspection it was found that your plot is not being sufficiently cultivated, which is in contravention of the Allotment Rules and Agreement.

Your plot will be re-inspected in four weeks. If there is no significant improvement, we will give you one week's notice to remove your belongings, and your tenancy will be terminated.

If on re-inspection your plot is cultivated sufficiently you will hear nothing further from us. However, if non-cultivation is repeated within a 12-month period you will receive one week's notice to remove your belongings, and your tenancy will be terminated.

If there are exceptional circumstances why you have been unable to work your plot, or you wish to terminate your tenancy immediately, please let us know.

Yours sincerely

The Allotments Team

Enc. Photograph