Final Violation Notice

[Place your health department logo here]

Date

Dear [Name]:

The (Georgia Department of Public Health/Local Board of Health) forwarded a Notice of Complaint and Investigative Findings to you advising that your establishment was in violation of the Georgia Smokefree Air Act. The notice outlined the corrective action necessary to eliminate the violation and specified the timeframe for correcting the violation.

To date, you have not implemented the corrective action and the violation remains. Should you fail to bring your establishment into compliance with fifteen (15) days, this matter will be referred to the legal authorities for further handling. If you have any questions or concerns, you may contact our office.

Sincerely,

Health Director

[include address for correspondence and telephone number]

Cc: City of [name]