

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Tenant's Name]
[Tenant's Address]
[City, State, Zip Code]
Subject: Eviction Notice
Dear [Tenant's Name],

This letter serves as formal notice of eviction from the premises located at [Rental Property Address]. As per the terms of your lease agreement dated [Lease Start Date], and in accordance with [State/Local Law], you are hereby given notice to vacate the property within [Number of Days] days.

The reason for this eviction notice is [Specify Reason: non-payment of rent, lease violation, etc.].

Please ensure that all your belongings are removed from the property by [Vacate Date]. Failure to comply with this notice may result in legal action to regain possession of the property.

If you have any questions or wish to discuss this matter further, feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Title (if applicable)]