

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Tenant's Name]
[Tenant's Address]
[City, State, Zip Code]

Dear [Tenant's Name],

RE: Notice of Eviction

This letter serves as a formal notice of eviction from the property located at [Property Address]. As of today, you are required to vacate the premises by [Eviction Date] due to the following reason(s):

[Specify the reason(s) for eviction, e.g., non-payment of rent, lease violation, etc.]

Please ensure that all personal belongings are removed from the property by the above date. Failure to comply with this notice will result in further legal action to recover possession of the property.

If you have any questions regarding this matter, please contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Title (if applicable)]