

[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 formal notice of your eviction from the property located at [Rental Property Address]. This action is being taken in accordance with the laws governing lease agreements and tenancy rights. As of [Date], you are hereby required to vacate the premises within [number of days, typically 30] days. Your failure to comply will necessitate further legal action.

Please ensure that all personal belongings are removed and the property is returned in good condition. If you have any questions or need to discuss your situation, you may contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Title/Relationship to Property]