

****Eviction Letter Template****

[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],

Subject: Notice of Eviction

I hope this letter finds you well. I am writing to formally notify you that your tenancy at [Rental Property Address] will be terminated due to [reason for eviction, e.g., non-payment of rent, lease violation].

As per our lease agreement dated [Lease Start Date], you are required to [briefly state the tenant's obligations]. Unfortunately, you have failed to comply with these terms since [date of first violation].

You are hereby requested to vacate the premises by [Eviction Date, typically 30 days from the date of the letter], and to remove all personal belongings. Failure to comply with this notice may result in legal action.

Please return the keys to the property by the aforementioned date. If you have any questions or wish to discuss this matter, you may 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]

[Title (if applicable)]

****Note:**** Ensure to modify the details in brackets with the appropriate information before sending the letter.