

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

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

Subject: Notice of Eviction

Dear [Tenant's Name],

This letter serves as formal notice of your eviction from the property located at [Property Address].

You are being evicted for the following reason(s):

- [Reason 1: e.g., failure to pay rent]
- [Reason 2: e.g., violation of lease terms]
- [Reason 3: e.g., unlawful activities]

According to the lease agreement dated [Lease Start Date], you are required to vacate the premises by [Eviction Date]. Please ensure that all personal belongings are removed and that the property is left in good condition.

Failure to comply with this eviction notice may result in legal action and additional expenses incurred for the eviction process.

Please contact me at [Your Phone Number] or [Your Email Address] to arrange for the return of keys and discuss any questions you may have regarding this notice.

Sincerely,

[Your Name]
[Your Title, if applicable]
[Your Signature]