

[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 eviction notice regarding your tenancy at [rental property address]. As of [date], you are required to vacate the premises for the following reason(s): [briefly state reason for eviction, e.g., non-payment of rent, lease violation].

According to the terms of your lease agreement, you have [number of days, e.g., 30 days] from the date of this letter to move out. Failure to comply may result in legal action.

Please ensure all personal belongings are removed by [final vacate date].

Thank you for your attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Relationship to Property, if applicable]