

[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 eviction from the premises located at [Property Address]. As per the terms of your lease agreement dated [Lease Start Date], you are required to vacate the property by [Eviction Date].

The reason for this eviction is [briefly state reason, e.g., non-payment of rent, lease violation, etc.]. Despite previous notifications regarding this matter, the issue remains unresolved.

Please ensure that all personal belongings are removed, and the property is left in good condition. Should you fail to vacate by the specified date, further legal action may be initiated.

If you have any questions or wish to discuss this matter further, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Title/Position, if applicable]