

[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 notice of eviction in accordance with [state/local laws]. You are hereby notified that you must vacate the premises located at [property address] by [date].

The reason for this eviction is [specific reason, e.g., non-payment of rent, violation of lease agreement, etc.]. Despite previous attempts to resolve this matter, [briefly outline any discussions or notices previously given].

Please ensure that you remove all personal belongings and return any keys to the property by the specified date. Failure to comply may result in legal action.

If you have any questions or wish to discuss this matter further, please contact me at [your contact information].

Sincerely,

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