

[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 eviction concerning the rental property located at [Property Address].

As per our rental agreement dated [Lease Start Date], you are required to comply with the terms outlined within. Despite previous communications regarding [specific violation(s), e.g., late rent payments, property damage, etc.], the issues remain unresolved.

You are hereby given notice to vacate the premises within [number of days, usually 30] days from the date of this letter, by [Vacate Date]. Failure to do so may result in legal action to regain possession of the property.

Please return all keys and ensure the property is in good condition upon your departure.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Title/Position, if applicable]