

THIS IS AN EXAMPLE ONLY!

SAMPLE LETTER FOR EVICTION

NOTICE TO VACATE

Property Owner or Landlord's Name

Address

City, State Zip

Date (The date the letter was posted, hand delivered or mailed)

Occupant's Name

Address

City, State Zip

This is your notice to vacate the premises within **5 days (a minimum of 5 days is required)** from receipt of this letter for the following reason:

(non-payment of rent, violation of lease, other)

Should you not vacate within the time limit listed, eviction proceedings will be initiated.

Owner or Landlord's Signature