

# Notice to Leave

Date: [Insert Date]

To: [Tenant's Name]

[Tenant's Address]

Dear [Tenant's Name],

This letter serves as a formal notice to inform you that you are required to vacate the premises located at [Rental Property Address] within [number of days, e.g., 30 days] from the date of this notice. This action is being taken pursuant to [reason for eviction, e.g., non-payment of rent, lease violation, etc.].

Please ensure that all personal belongings are removed and the property is returned to the condition in which it was received. If you fail to vacate by the specified date, we will initiate eviction proceedings as allowed by law.

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].

Thank you for your immediate attention to this matter.

Sincerely,

[Your Name]

[Your Title, if applicable]

[Your Address]

[Your Phone Number]

[Your Email Address]