

Personal Property Liquidation Notice

Date: [Insert Date]

To: [Recipient Name]

Address: [Recipient Address]

Dear [Recipient Name],

This letter serves as a formal notice regarding the liquidation of personal property located at [Property Address]. As per our previous discussions and agreements, we will be proceeding with the liquidation process starting on [Start Date].

Please be advised that all personal property must be removed by [Removal Deadline] to avoid any further actions. If you have any questions or require assistance during this process, feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]