

# Formal Eviction Notice

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Tenant's Name]

[Tenant's Address]

[City, State, Zip Code]

Dear [Tenant's Name],

This letter serves as a formal notice of eviction for non-payment of rent for the property located at [Property Address]. According to our lease agreement, the rent for the month of [Month] was due on [Due Date]. As of today, we have not received payment for this amount, which totals [Amount].

Please be advised that you have [Number of Days, typically 3-30 days depending on jurisdiction] days from the date of this notice to pay the overdue rent or vacate the premises. Failure to do so may result in legal action to recover the property.

If you have already sent your rent payment, please disregard this notice. If you are experiencing financial difficulty or wish to discuss this matter further, please contact me at your earliest convenience.

Sincerely,

[Your Name]

[Your Title/Position] (if applicable)