

# Eviction Policy Summary

Date: [Insert Date]

Dear [Tenant's Name],

This letter serves as a summary of our eviction policy, designed to ensure a clear understanding of the circumstances under which eviction may occur.

## Reasons for Eviction

- Failure to pay rent
- Violation of lease terms
- Damage to the property
- Illegal activities on premises

## Notice Requirements

Before an eviction can take place, a written notice will be provided with the following timeline:

- 3-Day Notice for non-payment of rent
- 10-Day Notice for lease violations

## Process of Eviction

If the issue is not resolved within the notice period, the following steps will be taken:

1. Filing a complaint with the court
2. Attendance at a court hearing
3. Issuing a judgment for eviction

We value our relationship and aim to work collaboratively to avoid any issues. Please feel free to reach out if you have any questions.

Sincerely,

[Landlord's Name]

[Landlord's Contact Information]