To:

And all occupants

[INSERT PROPERTY ADDRESS]

You are hereby notified that your lease agreement with [PROPERTY NAME] is being terminated 10 days from receipt of this notice; the effective termination date being . The reason for said termination is:

 NON-PAYMENT OF RENT IN THE AMOUNT OF DOLLARS ($ ) NOW DUE AND UNPAID, BEING THE RENT DUE FROM TO ,

You are hereby required to remove yourselves and personal belongings from and deliver the possession of said premises by returning all keys to the undersigned within 1- days or the undersigned will institute legal proceedings against you to receive possession of said premises.

The premises herein referred to are described as:

[INSERT PROPERTY NAME AND ADDRESS]

You have 10 days within which to discuss this proposed termination of tenancy with the manager. The 10-day period will begin on the earlier of (a) the date the notice was hand delivered to the unit, or (b) the day after the date the notice was mailed. If you request the meeting, the manager agrees to discuss the proposed termination with you.

You have the right to defend this action in court.

[INSERT NAME]

[INSERT TITLE]

Mailed USPC

Placed on Door

IREMFIRST Disclaimer Statement

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