

NOTICE OF LEASE DEFAULT AND TERMINATION

Date: [Date]

To: [Tenant Name]
[Tenant Business Name]
[Property Address]
[Suite/Unit Number]

RE: Notice of Default and Termination of Lease Agreement

Dear [Tenant Name],

This letter serves as formal notice regarding your Lease Agreement dated [Original Lease Date] for the premises located at [Property Address].

You are hereby notified that you are in default of your lease obligations due to the following reason(s):

- [Specify Default: e.g., Non-payment of rent for the period of (Dates)]
- [Specify Default: e.g., Failure to maintain required insurance]
- [Specify Default: e.g., Unauthorized use of the premises]

Pursuant to Section [Section Number] of the Lease Agreement:

[Choose one Option]

Option A: Immediate Termination

Due to the nature of this default and the expiration of any applicable cure periods, the Landlord hereby terminates your right to possession of the premises effective [Termination Date].

Option B: Notice to Cure

You are hereby given [Number] days to remedy the aforementioned default. Failure to cure this default by [Deadline Date] will result in the immediate termination of your lease without further notice.

Upon termination, you are required to vacate the premises, remove all personal property, and return all keys to the Landlord. Any property remaining after this date may be considered abandoned and disposed of in accordance with local laws.

The Landlord reserves all rights to pursue legal action for the recovery of unpaid rent, damages, and any other costs or fees permitted under the Lease Agreement and governing law.

Please contact [Contact Name] at [Phone Number] if you have any questions regarding this notice.

Sincerely,

[Landlord Signature]

[Landlord Printed Name]

[Company Name]