

FOURTEEN-DAY NOTICE TO PAY RENT OR VACATE THE PREMISES

Date: [Date of Notice]

To: [Tenant Name(s)]

And all other occupants in possession

Address: [Property Address, Unit Number, City, State, Zip Code]

PLEASE TAKE NOTICE that you are currently in default of your lease agreement for the property listed above due to non-payment of rent.

The total amount currently owed is: \$[Total Amount Owed]

The breakdown of the amount owed is as follows:

- Rent for [Month/Period]: \$[Amount]
- Rent for [Month/Period]: \$[Amount]
- Late Fees (if applicable): \$[Amount]

WITHIN FOURTEEN (14) DAYS after service of this notice, you are required to either:

1. Pay the total amount owed in full to the Landlord/Owner.
2. Vacate and surrender possession of the premises.

Payment should be made to: [Name of Person/Company] at [Address where payment should be delivered].

If you fail to pay the full amount or vacate the premises within the fourteen-day period, the Landlord will initiate legal proceedings to recover possession of the property, seek a judgment for the unpaid rent, and request reimbursement for court costs and legal fees.

Sincerely,

[Landlord/Manager Signature]

[Landlord/Manager Printed Name]

[Phone Number]

[Email Address]

Certificate of Service

I certify that on [Date], I served this notice by:

Delivering a copy to the tenant personally.

Leaving a copy with a person of suitable age and discretion at the residence.

Posting a copy in a conspicuous place on the premises AND mailing a copy via certified mail.

Signed by: _____