

NOTICE OF LEASE TERMINATION FOR NON-PAYMENT OF RENT

Date: [Date]

To: [Tenant Name(s)]

Property Address: [Full Property Address]

Dear [Tenant Name],

This letter serves as formal notice that your lease agreement dated [Lease Start Date] for the property located at the address above is being terminated due to your failure to pay rent.

As of [Current Date], your account is past due in the amount of \$[Total Amount Owed]. This balance consists of the following:

- Rent for the period of [Month/Year]: \$[Amount]
- Late fees: \$[Amount]
- Other charges (if applicable): \$[Amount]

In accordance with your lease agreement and local laws, you are hereby required to:

1. Pay the full amount listed above by [Deadline Date/Time] to void this termination (if applicable by law); OR
2. Vacate the premises and return all keys no later than [Move-out Date].

Failure to pay the full amount or vacate the property by the dates specified above will result in legal action to recover possession of the property and all outstanding debts, including court costs and attorney fees.

Please contact [Landlord/Manager Name] at [Phone Number] immediately to discuss this matter.

Sincerely,

[Landlord/Property Manager Signature]

[Landlord/Property Manager Printed Name]

[Contact Address]