

DATE: [Insert Date]

FROM:

[Landlord Name/Property Management Company]

[Street Address]

[City, State, Zip Code]

TO:

[Tenant Name]

[Street Address]

[City, State, Zip Code]

RE: FINAL DEMAND FOR UNPAID RENT - NOTICE OF INTENT TO EVICT

Dear [Tenant Name],

This letter serves as a formal final demand for the unpaid rent regarding the property located at [Rental Property Address].

As of [Current Date], our records indicate that your account is delinquent in the amount of **[\$[Total Amount Owed]]**. This total includes the following breakdown:

- Rent for [Month/Period]: **[\$[Amount]]**
- Late Fees: **[\$[Amount]]**
- Other Charges (Specify): **[\$[Amount]]**

Please be advised that this is your final notice. You are required to pay the full balance of **[\$[Total Amount Owed]]** by [Payment Deadline Date] at [Time].

Payment must be made via [Specify Accepted Payment Method, e.g., Certified Check, Money Order] and delivered to [Address where payment should be sent].

Failure to remit the full amount by the date specified above will result in the immediate commencement of formal eviction proceedings against you. This will include a lawsuit to regain possession of the premises and a judgment for all unpaid rent, late fees, court costs, and legal fees as permitted by law.

If you have already made this payment or believe there is an error in our records, please contact [Contact Name] immediately at [Phone Number] or [Email Address].

Sincerely,

[Landlord Signature]

[Printed Name]