

DATE: [Current Date]

TO: [Tenant Name(s)]

ADDRESS: [Rental Property Address]

RE: FINAL WARNING AND NOTICE OF INTENT TO EVICT FOR UNPAID RENT

Dear [Tenant Name],

This letter serves as a final formal warning regarding your past-due rent for the property located at [Property Address].

According to our records, your rent is currently delinquent in the total amount of \$[Total Amount Owed]. This balance covers the following periods:

- [Month/Period]: \$[Amount]
- [Month/Period]: \$[Amount]
- Late Fees: \$[Amount]

Despite previous notices, we have not received the full payment required to bring your account current. Please be advised that this is your **FINAL OPPORTUNITY** to pay the outstanding balance before legal action is taken.

You are hereby requested to pay the full amount of \$[Total Amount Owed] by [Deadline Date/Time]. Payment must be made via [Accepted Payment Method].

Failure to pay the total amount due by the deadline stated above will result in the immediate commencement of eviction proceedings. This may include filing a formal lawsuit in court to regain possession of the property, seeking a judgment for the unpaid rent, and reporting the delinquency to credit bureaus.

If you have already sent payment or believe this notice was sent in error, please contact [Landlord/Manager Name] immediately at [Phone Number] or [Email Address].

Sincerely,

[Your Name/Signature]

[Landlord/Property Management Name]

[Contact Information]