

[Your Name/Company Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Date]

VIA CERTIFIED MAIL

[Tenant Name]
[Tenant Address]
[City, State, Zip Code]

RE: FINAL NOTICE OF LEASE VIOLATION - UNPAID RENT

Dear [Tenant Name],

This letter serves as a formal final notice regarding your failure to pay rent for the property located at [Property Address]. This is a direct violation of the terms outlined in your Lease Agreement signed on [Lease Start Date].

As of today, your account remains delinquent in the amount of \$[Total Amount Owed]. This balance includes the following:

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

Despite previous notifications, we have not received the outstanding balance. You are hereby required to pay the full amount of \$[Total Amount Owed] by [Deadline Date/Time] to cure this violation.

Failure to comply with this final notice will result in immediate further action, which may include:

- Commencement of formal eviction proceedings.
- Termination of your Lease Agreement.
- Legal action to recover the debt, including court costs and attorney fees.
- Reporting the delinquency to credit bureaus.

Please deliver payment immediately to [Payment Instructions/Location]. If you believe this notice is in error, or if you have already sent payment, please contact our office immediately at [Your Phone Number].

Govern yourself accordingly.

Sincerely,

[Your Signature]

[Your Printed Name]

[Title/Landlord/Property Manager]