

**Date:** [Current Date]

**To:** [Tenant Name(s)]

**Address of Premises:** [Full Property Address]

**RE: SIXTY (60) DAY NOTICE TO VACATE FOR LEASE VIOLATION**

Dear [Tenant Name],

This letter serves as formal notice that your tenancy for the property located at [Full Property Address] is being terminated. You are required to vacate the premises and deliver possession to the landlord within sixty (60) days from the date of this notice, which is no later than [Date 60 days from now].

This action is being taken because you have breached the terms of your Lease Agreement dated [Date of Lease]. Specifically, you have engaged in **unapproved subletting** of the premises. Under Section [Section Number] of your lease, subletting or assigning the rental unit without prior written consent from the Landlord is strictly prohibited.

Evidence of this violation includes: [Briefly describe evidence, e.g., unauthorized occupants residing in the unit/online listing for the unit].

Please ensure that by [Date 60 days from now]:

- All personal property is removed from the premises.
- The unit is cleaned and returned in its original condition, minus normal wear and tear.
- All keys and access devices are returned to [Location/Person].

Failure to vacate the property by the aforementioned date will result in the commencement of legal proceedings to recover possession of the premises, which may include a claim for damages, court costs, and attorney fees.

Please contact me at [Phone Number] or [Email Address] if you have any questions regarding this notice.

Sincerely,

[Landlord or Property Manager Signature]

[Landlord or Property Manager Printed Name]

[Landlord Address]